



ROLE, FUNCTIONS & PROCEDURES



SENATE OF PAKISTAN





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CONTENTS

	<i>Preface to the Fourth Edition</i>	<i>i</i>
	<i>Parliamentary Terms</i>	<i>iii</i>
Chapter I	INTRODUCTION	01
Chapter II	HOUSE AND ITS MEMBERSHIP	07
Chapter III	HOUSE PROCEDURE	13
Chapter IV	LEGISLATION	19
Chapter V	COMMITTEES	39
Chapter VI	AMENITIES TO MEMBERS	45
Chapter VII	LIBRARY, RESEARCH AND AUTOMATION	51
Chapter VIII	THE SECRETARIAT	57
Chapter IX	PARLIAMENT BUILDING AND FACILITIES	69
Chapter X	INTER PARLIAMENTARY RELATIONS	77
Chapter XI	PRESS AND PUBLIC RELATIONS	87

APPENDICES

I	Parliamentary Customs	93
II	Excerpts from the Constitution	97
III	Constitutional History of Pakistan	120
IV	Heads of State, Government and Legislatures	128
V	Federal and Concurrent Legislative Lists	
	Constitution of Pakistan Fourth Schedule	136
VI	The Members of Pakistan	
	(Salaries and Allowance) Act, 1974	144

PREFACE

The manual, containing information about the relevant Constitutional Provisions, Rules of Procedure and various Statutes as well as an overview of structure and functions of the Senate Secretariat has proved to be useful document for understanding the working of the Senate. The utility of manual has increased manifold due to sizeable increase in the total membership of Senate including seventeen reserved seat of lady senators, especially when half of the total membership is elected afresh after every three years. The primary objective of the manual is to compile frequently used parliamentary terms and related information in one document for the benefit of present and new members of the Senate.

Keeping in view its usefulness and importance, its third edition has been published, whereas, first and second edition were published in 2003 and 2006, respectively. The present editions incorporation changes made in the relevant rules of procedure and instructions issued from time to time.

It is hoped that this up-to-date version will be a useful document for the members of the Senate and others related directly or indirectly with working of the Senate.

IFTIKHAR ULLAH BABAR
Secretary



PARLIAMENTARY TERMS

Parliamentary Terms

Certain terms and phrases, connected with parliamentary work are used frequently by members in their speeches. These expressions, with their meanings and implications, are described below:

Act – A Bill passed by the parliament or the National Assembly and assented to by the President.

Adjournment of Debate – Postponement of a debate on a Motion/Resolution/Bill on which the House is then engaged to some other time or date.

Adjournment of the sitting of the House – An adjournment terminates the sitting of the House, Which meets again at the time appointed for the next sitting.

Adjournment sine die – Termination of a sitting of the House without specifying a date for the next sitting.

Amendment – Means a motion to amend an earlier motion before that earlier motion is put to the House for its decision.

Assembly – Means the National Assembly.

Bill – Bill means a motion for making a law.

Budget – Annual financial statement of the estimated receipts and expenditures of the Government of Pakistan in respect of a financial year.

Calendar of Sittings – A provisional calendar of sittings showing the days on which Senate is to sit and the nature of business to be transacted by it.

Casting vote – The vote cast by the Chairman, or a person acting as such in the House or by a Chairman Committee or a person acting as such in a Committee meeting, in case of an equality of votes on a matter.

Chairman – Means the Chairman of the Senate and includes the Deputy Chairman or in relation to a particular Committee, a member who is performing the function of the Chairman.

Chamber – The place where the Senate meets to transact its business.

Closure – It is one of the means by which a debate may be brought to a close may be brought to a close by a majority decision of the House, even though all members wishing to speak have not done so.

Committee – Means a Committee constituted under the Rules of Procedure and Conduct of Business in the Senate, 1988.

Crossing floor of the House – Passing between a member holding floor of the House and the Chair. To cross the floor is a breach of Parliamentary rules.

Constitution – Means the Constitution of the Islamic Republic of Pakistan.

Dilatory Motion – A motion including a motion for the adjournment of a debate on any matter pending in the House with a view to frustrate the proceedings of the House.

Division – The mode of arriving at on a proposed measure or question before the House by recording separately, votes for or against it.

Draw of lot – A method applied to determine the relation precedence of private members' Bill and Resolutions, notice of question, motions etc. or any other notice given by more than one member simultaneously for being taken up on the same day.

Expunction – Deletion of words, phrases or expressions from the proceedings or records of the Senate by an order of the Chairman which in his opinion are defamatory or indecent or unparliamentary or undignified.

Filibuster – One who obstructs legislation by unnecessary speeches, motions, etc.

Finance Bill – A Bill ordinarily introduced every year to give effect to the financial proposals of the Government of Pakistan for a financial year and includes a Bill to give effect to supplementary financial proposals for any period.

Gazette – The Gazette of Pakistan

Government – Means the Federal Government.

Guillotine – It is a different form of closure of outstanding question or question relating to the business in hand on expiry of the time allotted for discussion. It is not preceded by any motion. The chairman forthwith puts the question without further debate.

Leader of the House – Means the Prime Minister or the member who is appointed by the Prime Minister to represent and regulate Government business in the Senate, on his behalf.

Leader of the Opposition – A member of the House , who is for the time being the leader in the Senate of the Party in opposition to the Government having the greatest numerical strength and recognized as such by the Chairman. Where there are two or more parties in opposition to the Government having the same numerical strength, the Chairman having regard to the status of parties recognize any one of the leaders of such parties as the Leader of the Opposition and such recognition is final and conclusive.

Lobby – The covered corridor immediately adjoining the Chamber and co-terminus with it. Division Lobbies are situated on either side of the Chamber. The 'Ayes' Lobby is situated to the right of the chairman's Chair and 'Noes' to its left.

Maiden Speech – The first speech of the member after his election for the first time with us. Such member is, as a matter of Courtesy, called upon by the Chairman to make his maiden speech in preference to others rising to speak at the same time . It is recognized parliamentary convention that a member making a maiden speech is not interrupted by another member.

Member in-charge of the Bill – The member who introduce a Bill in the House

Message – A communication from President to a House or Houses of Parliament ; and also a communication sent from one House of Parliament to the other House.

Minister – Means the Prime Minister, a Federal Minister or a Minister of State .

Money Bill – A Bill containing provisions dealing with all or any of the matters specified in Article 73 of the Constitution.

Motion – A formal proposal made by a member including a minister relating to any matter which may be discussed by the Senate and includes an amendment.

Motion of Thanks – A formal motion moved in the House, expressing its gratitude for the Address delivered by the President, under Article 56 of the Constitution, to either House or both the Houses assembled together.

Order, order – The Chairman sometimes pronounces this to call the House to order, or to ask the House to hear the Chair or a member holding the floor of the House. Generally, this call is made under various circumstances, including:

When a member seeking to intervene is not allowed to interrupt.

When a member speaking is found to be irrelevant.

When a member rises to speak when he should not.

When a member is any manner disorderly.

When there is noise and confusion in the House and the Chair wants that order should prevail.

When there is an occasion for the Chairman to speak on a matter of procedure at any time.

Orders of the Day – It means the list of business to be transacted by the Senate on one particular day.

Ordinance – A law promulgated by the President, when the National Assembly is not in session, in exercise of the powers vested in him by Article 89 of the Constitution.

Panel of Presiding Officers – A panel of three members of the Senate nominated by the Chairman at the commencement of each session, is known as panel of presiding officers. A presiding officer, in order of precedence, presides over a sitting of the Senate in the absence of Chairman and the Deputy Chairman.

Papers laid on the Table – The papers or documents laid on the Table of the House for purpose of bringing them on the record of the House by a Minister or by a private member or by the Secretary in pursuance of the provisions of the Constitution or the Rules of Procedure and Conduct of Business in the Senate, 1988. All papers so laid on the Table are either printed as part of the proceedings of the House or placed in the Library or kept in the appropriate file.

Point of Order – A point relating to the interpretation or enforcement of the Rules of Procedure or such Articles of the Constitution as regulate the business of the House, raised in the House. The decision of the Chairman as to whether a point raised is a point of order or not, is final.

Precincts of the Senate – Means and includes the Chamber (Main Hall of the Senate), the Lobbies, the Galleries and such other places as the Chairman may from time to time specify. The Chairman has specified that the entire building and compound of the Parliament House including the open Car Park near it forms part of the precincts of the Senate.

Presiding Officer – This means, in relation to a sitting, any person who is presiding over that sitting.

Private Member – This means a member other than a Minister. Proposing the Question- When a member moving a certain motion has concluded his

speech, the Chair proposes the question to which the motion relates in the following form: 'Motion moved' and reads the text of the motion. The discussion on the question commences after the question has been proposed by the Chair.

Prorogation – The termination of a session of the Senate sine-die by an order made by the President under Article 54(1) or by the Chairman in terms of Article 54(3) read with Article 61 of the Constitution.

Putting the Question – When a debate on a motion is closed, the Chairman reads the question to the House, beginning with “The question is, that.”

Allotment of days for Question – A list circulated indicating the days for answering questions and the last date for receiving notices of questions pertaining to various Ministries/Division/Departments.

Question Hour – The first hour of a sitting of the House except on private members' day, is reserved for asking and answering of questions notices given of by the members.

Question of Privilege – A member may raise a question involving a breach of privilege either of a member of the Senate or of a Committee thereof normally after disposal of questions.

Quorum – Means minimum number of members requires to be present at a sitting of the House or a Committee for transaction of its business. The quorum required during the course of a sitting of the Senate is one-fourth of the total membership of the Senate whereas the quorum required for a Committee meeting is three.

Resolution- Means a motion for the purpose of discussing and expressing an opinion on a matter of general public interest and includes resolutions specified in the Constitution.

Roll of Members – A register in which newly elected members sign, after making the oath and before taking their seats for the first time in the House.

Rule – Means the rules framed by the Senate for regulating its business. The existing rules are contained in a publication entitled “Rules of Procedure and Conduct of Business in the Senate, 1988.”

Schedule – Means a schedule appended to the Constitution, law or the rules, as the case may be.

Secretary – In the context of Senate means the Secretary of the Senate and includes any person for the time being performing the duties of the Secretary.

Session – Means the period commencing on the day of the first sitting of the Senate after having been summoned and ending on the day it is prorogued.

Short Notice Question – A question relating to a matter of urgent public importance asked with notice shorter than thirteen clear days.

Sitting – Means the meeting of the Senate or a Committee from the commencement of its business to the termination of the business for the day.

Starred Question – Means a question for an oral answer on the floor of the House. It is distinguished by an asterisk.

State – The State, under the Constitution (article 7) means the Federal Government, Parliament, a Provincial Government, a Provincial Assembly, and such local or other authorities in Pakistan as are by law empowered to impose any tax or cess.

Statutory Resolution – Means a resolution in pursuance of a provision of the Constitution or an Act of Parliament.

Subordinate Legislation – Rules, regulations, orders, schemes, bye-laws, etc. having the force of law, framed by the Executive or any other subordinate authority in pursuance of the power conferred on it by the Constitution or delegated to it by an Act of Parliament.

Summons – An official communication issued by the Secretary of the Senate, under the orders of the President or Chairman Senate, to the members of the Senate informing them of the place, date and time of the commencement of a session of the Senate.

Table – Means the Table of the Senate and includes its Library.

Unstarred Question – A question for a written reply by the Minister. In an unstarred question no supplementary question can be asked.

CHAPTER I





Brief History

After Independence, the first Constituent Assembly of Pakistan, elected in December 1945 in undivided India, was assigned the task of framing the Constitution of Pakistan. This Assembly passed the Objectives Resolution on 12th March, 1949, laying down principles which later became substantive part of the Constitution of Pakistan. However, before it could accomplish the task of framing the constitution, it was dissolved in October, 1954. Thereafter, the Governor General, convened the Second Constituent Assembly in May, 1955, which framed and passed the first Constitution of Pakistan on 29th February, 1956. That Constitution was promulgated on 23rd March 1956, which provided for a parliamentary form of Government with a unicameral legislature. However, from 14th August 1947 to 1st March 1956 the Government of India Act, 1935, was retained as the Constitution of Pakistan.

On October 7, 1958, Martial Law was promulgated and the Constitution abrogated. The Military Government appointed a Constitution Commission in February, 1960 which framed the 1962 Constitution. That Constitution provided for a Presidential form of Government with a unicameral legislature. The 1962 Constitution was abrogated on 25th March, 1969. The Civil Government, which came to power in December 1971 pursuant to 1970 elections, gave the nation an interim Constitution in the year 1972.

The 1970 Assembly framed the 1973 Constitution which was passed on 12th April and promulgated on 14th August 1973. The 1973 Constitution provides for a parliamentary form of Government with a bicameral legislature, comprising of the National Assembly and the Senate.

The membership of the Senate, which was originally 45, was raised to 63 in 1977 and to 87 in 1985. The membership of the Senate was again raised from 87 to 100 in 2002.

Purpose & Role

The main purpose for the creation of the Senate of Pakistan was to give equal representation to all the federating units since the membership of the National Assembly was based on the population of each province. Equal provincial membership in the Senate, thus, balances the provincial inequality in the National Assembly and dispels doubts and apprehension, if any, regarding deprivation and exploitation.

The role of the Senate is to promote national cohesion and harmony and to alleviate fears of the smaller provinces regarding domination by any one province because of its majority, in the National Assembly.

The Senate, is a body which represents the provinces/territories of the country and promotes a feeling of equality, peace and harmony, which is so essential for the growth and prosperity of a nation. Thus, the Senate over the years, has emerged as an essential organ and a stabilizing factor of the federation.

Relationship between Constituent's of the Parliament

a) President and Parliament: Under Article 50 of the Constitution, the Majlis-i-Shoora (Parliament) of Pakistan consists of the President and two Houses to be known respectively as the National Assembly and the Senate.

The President is elected by members of both Houses of the Parliament and the Provincial Assemblies. The President may be removed from office or impeached through a resolution, passed by not less than two-thirds of the total membership of the Parliament in a joint sitting of the two Houses, convened for the purpose.

The Constitution empowers the President to dissolve the National Assembly in his discretion if a situation has arisen in which the Government of the Federation cannot be carried out in accordance with the provisions of the Constitution and an appeal to the electorate is necessary. The President in case of dissolution of National Assembly shall within fifteen days of the dissolution refer the matter to the Supreme Court and the Supreme Court shall decide the reference within thirty days whose decision shall be final. However, the Senate is not subject to dissolution.

In case the office of the President becomes vacant for any reason, the Chairman, or if he is unable to perform the functions of the office of the President, the Speaker, acts as President till such time that a President is elected. Same is the case when the President by reason of absence from Pakistan or any other cause is unable to perform his functions.

b) Relations between the Houses: Unless both the Houses pass a Bill and it receives President's assent it cannot become a law except in the case of a Money Bill which is the sole prerogative of the National Assembly.

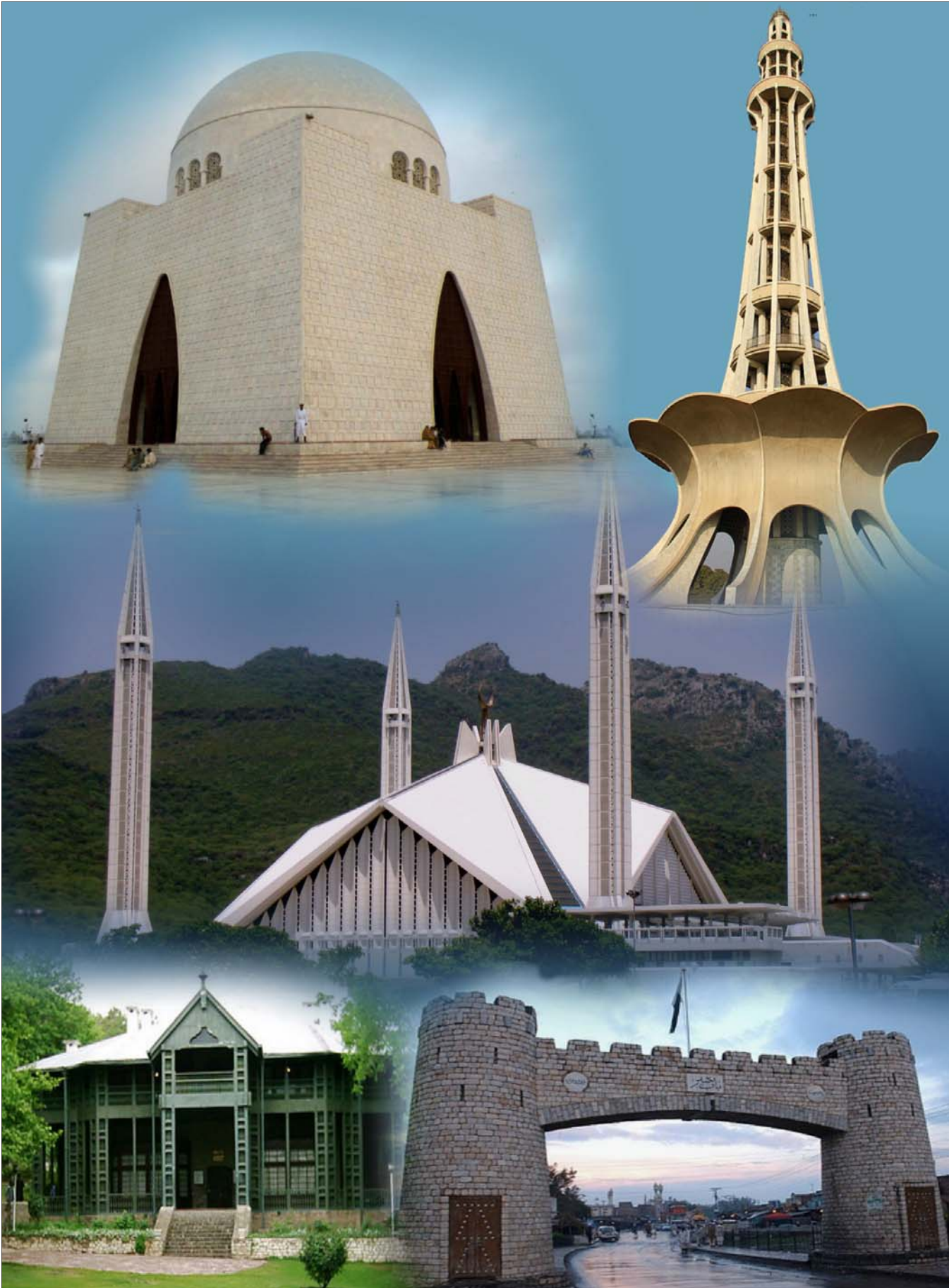
Through an amendment, the role of a Mediation Committee, comprising of eight members of each House, has been introduced to evolve consensus on Bills, in case there is a disagreement between the two Houses.

c) **Cabinet:** The Constitution provides that there shall be a Cabinet headed by the Prime Minister which is collectively responsible to the National Assembly. The Prime Minister is chosen from the National Assembly.

The Federal Ministers and Ministers of State are appointed from amongst the members of Parliament. However, the number of Federal Ministers and Ministers of State who are members of Senate, shall not at any time, exceed one fourth of the numbers of Federal Ministers.

CHAPTER II





Composition

The Senate consists of 104 members that is:

1. Four Provinces (Balochistan, Khyber Pakhtunkhwa, Punjab and Sindh) Twenty-three from each province (fourteen general, four technocrats/Ulema, four women and one non-Muslim)
2. Federal Capital Four (two general, one technocrat/aalim and one woman)
3. Federally Administered Tribal Areas (FATA) Eight

Though seventeen seats have been allocated to women, there is no bar on women to seek elections on the other seats.

Elections

Senate elections take place in accordance with Article 59 of the Constitution. Each of the four provincial assemblies elect twenty three members from their respective provinces which include fourteen on general seats, four on seats reserved for technocrats including Ulema four on seats reserved for women and one seat reserved for non-Muslim. Four members i.e. two on general seats, one technocrat including Aalim and one woman are elected from the Federal Capital whereas eight members are elected from the Federally Administered Tribal Areas in such manner as the President may, by order prescribe.

The Senate is a permanent legislative body which symbolizes a process of continuity in the national affairs. The term of its members is six years. However, one-half of its members retire after every three years. A casual vacancy in the Senate, caused by resignation, death, incapacitation, disqualification or removal of a member, is filled through election by the respective electoral college and the member so elected holds office for the un-expired term of the member whose vacancy he has filled.

A person seeking election to the Senate should be not less than thirty years of age and should be registered as a voter in an area or province from where he seeks election and should meet other qualifications prescribed under Article 62 and 63 of the Constitution.

Chairman and Deputy Chairman

After the Senate has been duly constituted, at its first meeting, it elects, from amongst its members, a Chairman and a Deputy Chairman. Whenever the office of the Chairman or the Deputy Chairman becomes vacant the Senate elects another member as Chairman or as the case may be, the Deputy Chairman.

Term of office of the Chairman and the Deputy Chairman is three years. In absence of the Chairman, the Deputy Chairman acts as Chairman.

The Chairman or the Deputy Chairman can be removed from the office by means of a resolution moved by a member under Article 61 read with paragraph (c) of clause (7) of Article 53. The Chairman or, as the case may be, the Deputy Chairman cannot preside the meeting of the Senate in which a resolution for his removal from office is being considered.

At the commencement of each session the Chairman nominates, from amongst its members, in an order of precedence a panel of not more than three presiding officers. In absence of the Chairman and the Deputy Chairman, a member of the panel present, having precedence, presides over the sitting of the Senate.

Summoning and Prorogation of the Senate

The President, from time to time, summons either House or both the Houses of Parliament under Article 54(1) of the Constitution. However, the Chairman, Senate can also, under Article 54(3), summon the Senate on a requisition of one-fourth of the total membership of the House. In either case the Secretary, Senate causes a notification to be published in the Gazette stating date, time and place of the meeting and also cause it to be issued to each member. Its announcement over the radio/TV and in the Press is also made. Likewise, a notification with regard to prorogation of the Senate is also published in the Gazette.

Each session of the Senate starts from the date of commencement of its first sitting and concludes when the House is prorogued by the President or the Chairman, as the case may be.

Quorum

Under Article 55(2) of the Constitution, if at any time during a sitting of the Senate, the attention of the Chairman is drawn to the fact that less than one-fourth of the total membership of the Senate is present, the Chairman suspends the business and causes the bells to be rung for five minutes. But if no quorum is available even when the bells stop ringing the Chairman, adjourns the sitting.

CHAPTER III



HOUSE PROCEDURE

Oath

A person, elected as member, before taking seat in the Senate, is required to make an oath before the Senate in the following form set out in the Third Schedule to the Constitution, namely:-

“I, ----- *do solemnly swear that I will bear true faith and allegiance to Pakistan:

That, as a member of the Senate, I will perform my functions honestly, to the best of my ability, faithfully, in accordance with the Constitution of the Islamic Republic of Pakistan and the law, and the rules of the Senate, and always in the interest of the sovereignty, integrity, solidarity, well-being and prosperity of Pakistan:

That I will strive to preserve the Islamic Ideology which is the basis for the creation of Pakistan:

And that I will preserve, protect and defend the Constitution of the Islamic Republic of Pakistan.

May Allah Almighty help and guide me (A'meen)”.

A member can make oath in Urdu or in English as he chooses.

Oath is generally made at the commencement of a sitting immediately after recitation from the Holy Quran. Oath is administered as the first item of business of the day. The member, taking the Oath, faces the

*The member reads his/her name

Chair while making the oath. Thereafter, the member signs the Roll of Members. After signing the Roll the member takes the seat assigned to him in the House.

Seating

The members sit in the Chamber (Senate Hall) in such order as the Chairman or, before Chairman's election, the Secretary may determine. Each member is allotted a particular seat number.

The Treasury Benches are seated on the right hand side while the Opposition Benches are seated on the left hand side of the Chairman.

Days of Sitting

It is mandatory, under Article 61 read with article 54(2) of the Constitution, for the Senate to hold at least three sessions and further to meet for not less than 110 days in each parliamentary year. In addition, more than one hundred and twenty days should not intervene between the last sitting of the Senate in one session and the date appointed for its first sitting in the next session.

Address by the President

At the commencement of the first session, after each general election to the National Assembly; and at the commencement of the first session of each parliamentary year, the President addresses both Houses of Parliament assembled together and informs the Majlis-e-Shoora (Parliament) of the causes of its summoning.

The matters referred to in the President's Address are discussed by

both the Houses in their separate sittings on a Motion of Thanks moved by a Minister or a member.

The scope of discussion on the Address is very wide and members are free to speak on a variety of issues both national and international. Allotment of time to members for debate on the Motion of Thanks is made by the Chairman.

The discussion on the President's Address may be postponed in favour of a Government Bill or other business of the Government.

A Minister, whether or not he has previously taken part in the discussion, has a general right of explaining the position of the Government by way of reply at the end of discussion. Thereafter, the Motion of Thanks is put to vote of the House.

The President may also send a message to either House of the Parliament under article 56(2). The Chairman, on receipt, reads the message to the House and if he considers it necessary, or on a motion moved by a Minister or member, allots time for discussion on matters raised in the message.

CHAPTER IV



Bills

A Bill can be defined as a legislative proposal in a distinct format, which becomes an Act of Parliament if passed by both the Houses and assented to by the President. Bills can be broadly categorized as private members Bills and Government Bills.

In the case of a private members' Bill, a member may move for leave to introduce a Bill after giving ten days written notice of his intention to do so to the Secretary. When the Bill comes up for consideration, the member-in-charge rises in his seat and asks that leave be granted to introduce the Bill. The Chairman then puts the question to the House and if the House agrees, leave is granted. The Bill is introduced by the member by rising in his seat and saying "I introduce the Bill."

In the case of Government Bill, it is introduced by a Minister.

In both cases a Bill, upon introduction, stands referred to the Standing Committee concerned with the subject matter of the Bill. However, this provision can be dispensed with, with the approval of the House, if a member moves for it.

The Bill, thereafter, is considered at length in the Committee concerned which submits its report to the House.

After presentation of the report of the Bill, it is included in the Orders of the Day for consideration. At this stage the member-in-charge of the Bill can move a motion (a) that it be taken into consideration at once; or (b) that it be taken into consideration on a date to be fixed forthwith; or (c) it be referred to a Select Committee; or (d) it be circulated for the purpose of eliciting opinion thereon. However, before any of the above motions is

made, any member may raise the objection that the Bill is repugnant to the Injunctions of Islam.

If such objection is raised, the Senate may, by a motion supported by not less than two-fifths of its total membership, refer the question to the Council of Islamic Ideology for advice as to whether the Bill is or is not repugnant to the Injunctions of Islam.

In the case of a Bill originating in the National Assembly, after it has been passed by the National Assembly it is transmitted to the Senate. When it is taken up for consideration, a member may move, as an amendment to the Bill, that it should be referred to the Standing Committee concerned. If such motion is carried the Bill stands referred to the Standing Committee. Thereafter, the procedure regarding consideration and passage of the Bill, as stated above, is adopted.

a) Legislative Procedure

A Bill, with respect to any matter in the Federal Legislative List, can originate in either of the two Houses, with the exception of a Money Bill which originates only in the National Assembly but a copy of which is simultaneously transmitted to the Senate for making recommendations to the National Assembly within fourteen days. Upon introduction, a Bill shall, unless the member-in-charge moves a motion to dispense with the requirement of the rule, stand automatically referred to the concerned Standing Committee of the House for scrutiny and report within a stipulated period of time.

When a Bill, except a Money Bill, is passed by the House, in which it originated, it is transmitted to the other House and that Bill, if passed

without amendment, by the other House is transmitted to the President for assent.

If a Bill transmitted to a House is passed with amendments it shall be sent back to the House in which it originated and if that House passes the Bill with those amendments it shall be presented to the President for assent.

If a Bill transmitted to a House is rejected or is not passed within ninety days of its laying in the House or a Bill sent to a House with amendments is not passed by that House with such amendments, the Bill, at the request of the House in which it originated, shall be considered in a joint sitting and if passed by the votes of the majority of the members present and voting in the joint sitting it shall be presented to the President for assent.

As far as Money Bill is concerned, it is the prerogative of the National Assembly only to consider it. However, under Article 73 of the Constitution, a copy of the Money Bill is to be simultaneously transmitted to the Senate for making recommendations to the National Assembly, within fourteen days.

The National Assembly shall consider the recommendations of the Senate and after the Bill has been passed by the Assembly with or without incorporating the recommendations of the Senate, it shall be presented to the President for assent.

b) Constitutional Amendment

A Constitutional Amendment Bill can be passed by the votes of not less than two-thirds of the total membership of both the Houses of Parliament in their separate sittings. A Bill, passed by one House and also

passed by the other, without amendment, by votes of not less than two-thirds of the total membership, is presented to the President for assent under clause (2) of Article 239.

With the exception of Money Bills, all Bills, after having been passed by both the Houses, are required to be sent to the President for assent after which a Bill becomes a law. Where a Bill, sent for the Presidential assent, is returned for reconsideration, the same would thereafter be considered by Majlis-e-Shoora (Parliament) in accordance with clause (2) of Article 75, as amended. The Bill passed with or without amendments is again sent to the President and the President can not withhold assent therefrom.

To sum up, if a Bill, other than a Money bill, is passed by both the Houses of Majlis-e-Shoora (Parliament) and assented to by the President, it becomes an Act of Parliament.

A Bill, however, has to pass through the following stages before it becomes an Act, namely:-

First Reading: When a Bill comes up for consideration, the principles and general provisions of the Bill can be discussed but the details of the Bill can not be discussed beyond a point necessary to explain its principles. At this stage amendments to the Bill are not moved. However, a member can give notice of amendments, if any. On the conclusion of general discussion, the motion for consideration of the Bill is put to the House

Second Reading: If the Senate adopts the motion for consideration of the Bill, the Bill is taken into

consideration clause-by-clause. Various clauses of the Bills are considered. The amendments, if any, to a clause can be moved at this stage. Each clause, together with amendments, if any, is put to House and adopted by a majority vote.

Third Reading: After clause by clause consideration of the Bill, the member-in-charge of the Bill can move a motion that the Bill (or the Bill, as amended, as the case may be) be passed. At this stage, the debate is confined to arguments either in support or for rejection of the Bill without referring to the details thereof.

Classification of Business

Business of the Senate is divided under three heads - (i) Senate Business; (ii) Government Business; and (iii) Private Members' Business

Senate Business includes business relating to the Committees and such other business as the Chairman may designate.

Government business includes Government Bills, resolutions, amendments and other motions introduced or initiated by a Minister. A Minister can introduce a Bill, after giving a written notice, accompanied by a copy of the Bill and a Statement of Objects and Reasons to the Secretary. The introduction of the Bill is ordinarily included in the Orders of the Day for a day allotted for Government Business.

Private members business includes Bills, resolutions, amendments and other motions introduced or initiated by private members. A private member can introduce a Bill, including constitutional amendments, after

giving to the Secretary ten days written notice of his intention to do so. The notice has to be accompanied by the Bill, together with Statement of Objects and Reasons, in triplicate, signed by the member. After scrutiny as to whether it conforms to the constitutional and other mandatory requirements, the Bill is listed for introduction and it is set down in the Orders of the Day for a day meant for private members' Business.

Except Monday which is reserved for private members' Business, Government and Senate Business is transacted on all other days.

Other Business

The Parliament, under Article 144 of the Constitution, can by law regulate any matter not enumerated in the Federal Legislative List in the Fourth Schedule for one or more provinces by consent if a resolution to this effect has been passed by a Province.

The Parliament has powers to make any law indemnifying any person in the service of the Federal Government or a Provincial Government or any other person, in respect of any act done in connection with the maintenance or restoration of order in any area in Pakistan.

The Parliament can under Article 146 of the Constitution, confer powers or impose duties upon a province or officers or authorities thereof notwithstanding that it relates to a matter with respect to which a Provincial Assembly has no power to make law.

The recommendations of the National Finance Commission and the reports of the Council of Islamic Ideology are also tabled in the Senate for discussion. The Senate may, by resolution, express its opinion or make any observation or recommendations on these reports, that is, reports

under Article 160: rule 138 and Article 230: rule 139

Under the Constitution, the Senate has the power to pass a resolution for the disapproval of an Ordinance before its expiry, or give one time extension for a further period of one hundred and twenty days.

Under the Constitution the recommendations of the National Finance Commission, together with an explanatory memorandum as to the action taken thereupon, is laid on the table for discussion in the Senate.

The Constitution further empowers the Senate for discussion on reports of the Council of Islamic Ideology.

Under the Constitution the annual report of the Auditor General relating to the accounts of the Federation is laid on the table.

The report on the observance and implementation of the Principles of Policy under the Constitution in relation to the affairs of the Federation is laid on the table. After a report is laid in the table it can be discussed by the House.

It is the privilege of the Parliament under Article 69 of the Constitution that the validity of any of its proceedings, can not be called in question in any Court of Law, on the ground of any irregularity of procedure.

Orders of the Day

The Senate business is transacted, as per rule 27, in the order in which it appears on the Orders of the Day, unless the Chairman directs otherwise.

The Secretary prepares Orders of the Day and makes its copy available for use of every member and any other person entitled to speak or participate in the proceedings. He arranges the Government business in such order as the Leader of the House or the Minister for Parliamentary Affairs or any other Minister, authorized by the Leader of the House, intimates a day before the commencement of the sitting. The relative precedence of private members' Bills is determined by ballot at least five days prior to the day with reference to which the ballot is held.

Questions

A member can ask questions for which a thirteen days prior notice has to be given in writing under member's own signature with full name addressed to the Secretary. Notice has to be delivered at the Notice Office kept open for this purpose on every working day or can be sent by post.

After the recitation from the Holy Quran, the first hour of every sitting is available for asking and answering of questions. There is no question hour on a day designated as private members' day.

A question addressed to a minister must relate to a matter of public concern which should fall within the special cognizance of the Minister and should not be of undue length. The main purpose of questions is to seek information and also to draw attention of the government to public grievances and to get them redressed.

After the reply by the Minister, supplementary questions are allowed to seek clarifications and throw light on different aspects of the question and its reply. Ordinarily, not more than three supplementary questions can be asked in respect of any question.

A question to which a written reply is read out by the Minister is a starred question. An unstarred question is the one to which a written reply is supplied but not read out. Each member may ask three starred and five unstarred questions for any one day. A member who desires to ask a starred question for any one day has to distinguish it with an asterisk.

The rules provide for half an hour discussion on a matter of public importance arising out of the answer to a question.

Short Notice Question

With the consent of the Chairman and the Minister concerned, a member may ask a question relating to a matter of public importance with shorter notice than the normal notice of thirteen clear days. The official designation of the Minister to whom a Short Notice Question is addressed, alongwith the reasons for asking the question with shorter notice, should be stated therein. Where no reasons have been assigned in the said notice of question, the question is returned to the member.

On receipt of such notice, an enquiry is made from the Minister concerned whether he is in a position to answer the question at a shorter notice and, if so, at which date.

In case the Minister is not in a position to answer the question at a short notice and the Chairman is of the opinion that the question is of sufficient public importance to be orally answered in the House, he may direct that the question be placed as the first question on the list of questions for the day on which it would be due for answer under rule 48. In such a case not more than one such question is accorded first priority on the list of questions for any one day.

Questions relating to the Secretariat of the Senate

Questions, relating to the Secretariat of the Senate can be asked of the Chairman by means of a private communication and not otherwise or in the House.

Privilege Motion

A member can if so permitted by the Chairman, raise a question involving a breach of privilege either of the member himself or of the Senate or a Committee thereof in the manner prescribed in rules 60 to 63.

A member who wishes to raise a question of privilege should give a notice in writing to the Secretary before the commencement of the sitting on the day the question is proposed to be raised. However, in the case of urgency the Chairman allows it to be raised at any time during the course of a sitting.

If the Chairman holds the motion regarding the privilege motion in order, he refers it to the Committee on Rules of Procedures and Privilege for consideration. If a motion to that effect is moved and adopted by the House, the House decides whether a breach of the privilege, as alleged in the motion, has occurred or not.

Adjournment Motion

A member may move a motion, under rule 73, for adjournment of normal business of the House to discuss a matter of urgent public importance. An adjournment Motion is, ordinarily, admissible if it raises an issue of urgent public importance, relates substantially to one definite

issue, is restricted to a matter of recent occurrence and satisfies such other conditions as are laid down in rule 75.

The admissibility of each Adjournment Motion is determined by the Chairman. If the Chairman is of the opinion that the matter, proposed to be discussed is in order, he shall ask whether the member has the leave of the House to move the motion; and, if objection is taken, he shall request the members in favour of the leave to rise in their seats. If less than one-fourth of the total membership of the Senate rise, the Chairman shall inform the member that he does not have the leave of the House, but if one-fourth of the membership rise, the Chairman shall announce that leave is granted and then the motion is taken up as the last item for discussion, for not more than two hours, on such day, as the Chairman may fix.

Motion under rule 194

Through this motion the policy or situation or statement or any other matter can be discussed. The House discusses such matter immediately after the mover has concluded his speech. Such motions are not put to a vote of the House but are simply debated and talked out and no further questions are put at the conclusion of the debate unless a member moves a substantive motion in appropriate terms with the approval of the Chairman and the vote of the House. In that case the decision would be taken accordingly.

Call Attention

Rules 59, contains provision for a Call Attention Notice to draw the attention of the government towards matters of national importance. Through this notice any member can request a Minister that he should pay attention to a particular matter of national importance and take necessary

steps. This notice should be given in writing to Secretary not less than two hours before the commencement of the sitting.

All Call Attention Notices are put up before the Chairman, who selects one of them but not more than two notices in a week. On the appointed day, the member presents the matter before the House to which the relevant Minister gives his answer and states the Government policy.

Resolutions

The resolutions can be broadly categorized as resolutions not mentioned in the Constitution and the resolutions mentioned in the Constitution. The resolutions not mentioned in the Constitution have been dealt with in rules 119 to 130 and the resolutions mentioned in the Constitution are governed by rules 131 to 136.

Resolutions not mentioned in the Constitution

These are the resolutions moved by either member or a Minister on a matter of general public interest and importance. A private resolution must relate to a matter of general public interest, primarily concerning the government, and be in the form of a declaration of opinion by the Senate.

In the case of a private resolution, seven days' notice has to be given whereas in the case of a resolution, moved by the Minister, three days' notice is required.

A resolution must substantially relate to one definite issue. The admissibility of a resolution is decided by the Chairman in his Chamber on the advice of the Secretariat and they are set down on the Orders of the Day after determining their priority by balloting. A time limit is fixed for each

speech on a resolution.

Resolutions mentioned in the Constitution

A resolution, given notice of by a Member/Minister, in pursuance of a provision in the Constitution or an Act of Parliament, is called a Statutory Resolution. Resolutions mentioned in the Constitution include: resolution for the removal of the President (Article 47), resolution for the disapproval or extension of time of Ordinances (Article 89) and resolution for the approval of a Proclamation of emergency (Article 232).

Resolution for impeachment of the President

Not less than one-half of the total membership of either House can give a notice, in writing, of their intention to move a resolution for the removal or impeachment of the President, to the Chairman, Senate or, as the case may be, to the Speaker National Assembly.

In a joint sitting of the two Houses, convened for the purpose, if, after the deliberations, the resolution is passed by the votes of not less than two-thirds of the total membership of the Parliament, the President shall cease to hold office immediately on the passing of such resolution.

Rules to be observed by members while present in the House

Each member is required to observe the following rules and conventions in the House:-

- (i) shall not speak except with the permission of the Chair;
- (ii) shall not read any book, newspaper or a document except in connection with the business of the Senate;

- (iii) shall not interrupt any member during his speech by disorderly or objectionable gesture, expression, noise or any other manner whatsoever;
- (iv) shall bow to the Chair when taking or leaving his seat;
- (v) shall not pass between the Chair and any member who is speaking;
- (vi) shall not sit or stand with his back towards the chair;
- (vii) shall always address the Chair and shall do so in a respectful and decent manner;
- (viii) shall keep to his usual seat while addressing the chair;
- (ix) shall maintain silence when not speaking in the Senate;
- (x) shall not obstruct proceedings and shall avoid making running commentaries when speeches are being made in the Senate or engage in cross talk;
- (xi) shall not chant slogans, display banners, placards, throw and tear Table documents and reports, etc;
- (xii) shall not indulge in rowdy behaviour;
- (xiii) shall not approach the dais of the Chairman in a threatening manner;
- (xiv) shall not act erode the sanctity of the House or act in a manner which lowers the dignity of the House;
- (xv) shall not act in any manner detrimental to the order, decorum and dignity of the House;
- (xvi) shall not applaud or make a reference to, when a stranger enters any of the galleries or the special Box except when a foreign dignitary is specially invited to address the Senate or witness the proceedings of the Senate;
- (xvii) shall not occupy a seat in the galleries nor while in the Chamber engage himself in conversation with any visitors in a gallery.
- (xviii) shall not use a mobile phone or camera;
- (xix) shall not chew or drink or smoke, and

- (xx) shall not carry any walking stick unless permitted by the Chairman under exceptional circumstances.
- (xxi) A member while speaking shall not-
- a) discuss any matter which is sub-judice;
 - b) reflect upon the President in his personal capacity:
Provided that nothing in this paragraph shall preclude any reference, subject to the provisions of the Constitution, to the President in relation to any act done by him in his official capacity;
 - c) discuss the conduct of any Judge of the Supreme Court or of a High Court in the discharge of his duties;
 - d) make a personal charge against a member, Minister or the holder of public office, except in so far as it may be relevant in regard to the matter before the Senate;
 - e) use his right of speech for the purpose of willfully and persistently obstructing the business of the Senate;
 - f) use offensive expression about the conduct or proceedings in the joint sitting, Senate, National Assembly or a Provincial Assembly **or a Committee there of;**
 - g) unnecessarily cast reflection on the conduct of any person who cannot defend himself before the Senate;
 - h) reflect on any decision of the Senate except on a motion for rescinding it;
 - I) use the President's name for the purpose of influencing the debate; or
 - j) utter unreasonable, seditious or defamatory words or make use of offensive or un-parliamentary expression or which may hurt the religious susceptibilities of any class or persons.

Explanation:- In this paragraph, “un-parliamentary expression” includes any expression which imputes false motives to a member

or **accuses** him of falsehood or is couched in abusive language.

Mode of Address

A member, desiring to speak on any matter before the Senate or to raise a point of order or privilege, shall speak only when called upon by the Chairman to do so. He shall speak from his place, shall rise when he speaks and shall address the Chairman. The Chairman may however, permit a member, disabled by sickness or infirmity, to speak while sitting.

Voting & Division

Parliament, generally, decides matters by voting. In Parliamentary parlance this is called 'Division' i.e. dividing the House to decide a matter by majority vote. Every matter requiring the decision of the House is decided by means of a question put by the Chairman on a motion made by a Member. After the motion has been moved, the Chairman formally proposes or places the motion for consideration of the House. At the end of the debate on the motion, he puts the motion for the decision of the House.

Rules 212 to 215 provide for different modes of Division in the House. The votes of members on any question, put by the Chairman, may be taken by the voice vote in the first instance. On the conclusion of a debate, the Chairman puts the question and invites those who are in favour of the motion to say "Aye" and those against the motion to say "No". The Chairman then says: "I think the Ayes (or, as the case may be, the Noes) have it."

If the opinion of the Chairman as to the decision of a question is not challenged, he says twice: "The Ayes (or, as the case may be, the Noes)

have it" and the question before the Senate is determined accordingly.

If the opinion of the Chairman, as to the decision of a question, is challenged, he orders that the Lobby be cleared. After a lapse of two minutes, he puts the question a second time and declares whether in his opinion the "Ayes" or the "Noes" have it. If the opinion of the Chairman is again challenged, he directs that the votes be recorded by division in the manner set out in the Third Schedule. Then he announces the result of voting by division, which cannot be challenged.

However, if in the opinion of the Chairman, the division is unnecessary, he asks the members who are for "Aye" and those for "No" respectively to rise in their places, and after the count of the members has been taken he declares the determination of the House. In such a case, the names of the voters are not recorded unless a member requests otherwise.

A member may not vote on any question in which he has a direct and personal pecuniary interest. If he votes on such a question, the vote can, on a substantive motion carried by the House, be disallowed.

Decisions of the Chair

The Chairman, pronounces rulings on various issues and questions raised during the proceedings of the House, involving interpretation of the Constitutional provisions concerning the Senate, various statutes, and Rules of Procedure and Conduct of Business from time to time during sittings of the Senate. The Secretariat brings out compilations of these rulings periodically.

Each ruling begins with a compendium containing a brief account of facts and a concise statement of issues involved and the decision itself.

This is followed by a resume of facts and reasons which the Chairman invoked in reaching the decision; supplemented by citation as may be relevant and necessary.

Every effort is made in all decisions to reproduce substantially the relevant facts, the contentions raised and the arguments advanced by members so as to conform them textually to the printed debates of the House. To enable members to trace the relevant ruling readily an exhaustive index, with various appropriate heads, arranged alphabetically, is appended at the end of each volume.

Circulation of Documents

The Secretariat is responsible under rule 185 for dispatch and delivery of parliamentary papers relating to the business of the House, its Committees etc. to members both during Session and off-Session. The Secretariat, if it is practicable to do so, circulates a copy each of the notice or other papers which is required to be made available for the use of members and such other persons to each member and such other person entitled to take part in the proceedings of the Senate.

Every notice and other papers are sent to the members by post on the address officially notified by the members to the Senate Secretariat and ordinarily, these are deemed to have been duly served on the members if so sent.

During the session, notices are delivered at the local address notified by each member or, in its absence, deposited in his mail box.

CHAPTER V





**Deputy Chairman Senate, Mir Jan Muhammad Khan Jamali addressing
Section Officers (Probationers) of 38th Common Training Program**

Parliamentary Committees have, over the years, become an integral and indispensable part of legislative systems, the world over. The ever-increasing complexity of a legislature's role has resulted in a corresponding increase in reliance on committees. The committees are now recognized to be the "political nerve ends, the gatherers of information, the sifters of alternatives, the refiners of legislative detail." In some legislative systems, including the US Congress, much of the business is handled by the committees which prompted the observation that: it is not far from the truth to say that Congress in session is Congress on public exhibition while Congress in its committee rooms is Congress at work.

Reliance on the Committees is primarily due to the increase in demand on the time of elected representatives, which limits the amount of time left for legislative work. Legislative Bills and other important issues which warrant in depth discussion are therefore, referred to the Committees. If it was not for the Committees of Parliament, the legislative business transacted by Parliaments would be enacted in summary proceedings thereby defeating the objectives of thorough scrutiny.

SENATE COMMITTEES

Under Senate rules there shall be a Standing Committee which deals with the business of the Government relating to the Ministry with which is concerned or any other matter referred to it by the Senate. A Committee is also authorized to examine *suo moto* the expenditures, administration, subordinate legislation, the public petitions and policies of the Ministry concerned and its attached public bodies. Besides standing committees, there are three functional committees. (i) Committee on Government Assurances (ii) Committee on Problems of Less Developed Areas and (iii) Committee on Human Rights.

In addition to the above Committees, there are two other Committees, namely the Committee on Rules of Procedure and Privileges and House Committee.

Each Committee consists of not less than six members and not more than twelve members to be elected by the Senate with Minister concerned as Ex-officio member. A member cannot be a member of more than five Standing Committees at the same time. Each Committee may appoint Sub-committees which exercise the powers of the whole Committee to examine any subject or matter which may be referred to them.

Committee on Rules of Procedure & Privileges:

The Committee on Rules of Procedure and Privileges considers matters regarding the procedure and conduct of business in the House and disposes of the Privilege Motions moved by the members of the House. As per Rule 147, it consists of not more than eight members elected by the Senate; while the Minister for Parliamentary Affairs acts as its ex-officio member.

House Committee:

It supervises arrangements for the residential accommodation and related matters of the Senators and also deals with matters like issuance of admission cards for the galleries. As per Rule 149, it consists of not more than six members elected by the Senate. The Deputy Chairman Senate is the ex-officio Chairman of this Committee.

Library Committee:

It is established under Rule 151 and its functions are to develop the

library and Reference Service and to invite suggestion and advise on the selection of books etc. It also considers suggestions for future expansion of the library and assists and encourages the members of Parliament in fully utilizing the services provided by the library. It consists of four members, including its Chairman, nominated by the Chairman Senate.

2. Functional Committees

Committee on Government Assurances:

The Committee on Government Assurances looks after the implementation and actions on the assurances, commitments and promises made by the Ministers on the floor of the House. The Committee, which functions under Rule 141, takes note of the extent to which such assurances and promises have been implemented and also whether the implementation has taken place in a timely and effective manner.

Committee on Problems of Less Developed Areas:

This Committee helps promote a balanced development in different parts of the country and identifies the areas of difficulty and bottlenecks in this regard. The functions of the committee, as laid down in Rule 142, stipulate that it can review approved plans and special programmes for less-developed area, receive representations from affected persons and areas concerning the development of those areas and make recommendations, subject to availability of resources, for speedier development of those areas in order to achieve a more balanced and equitable utilization of resources in the country.

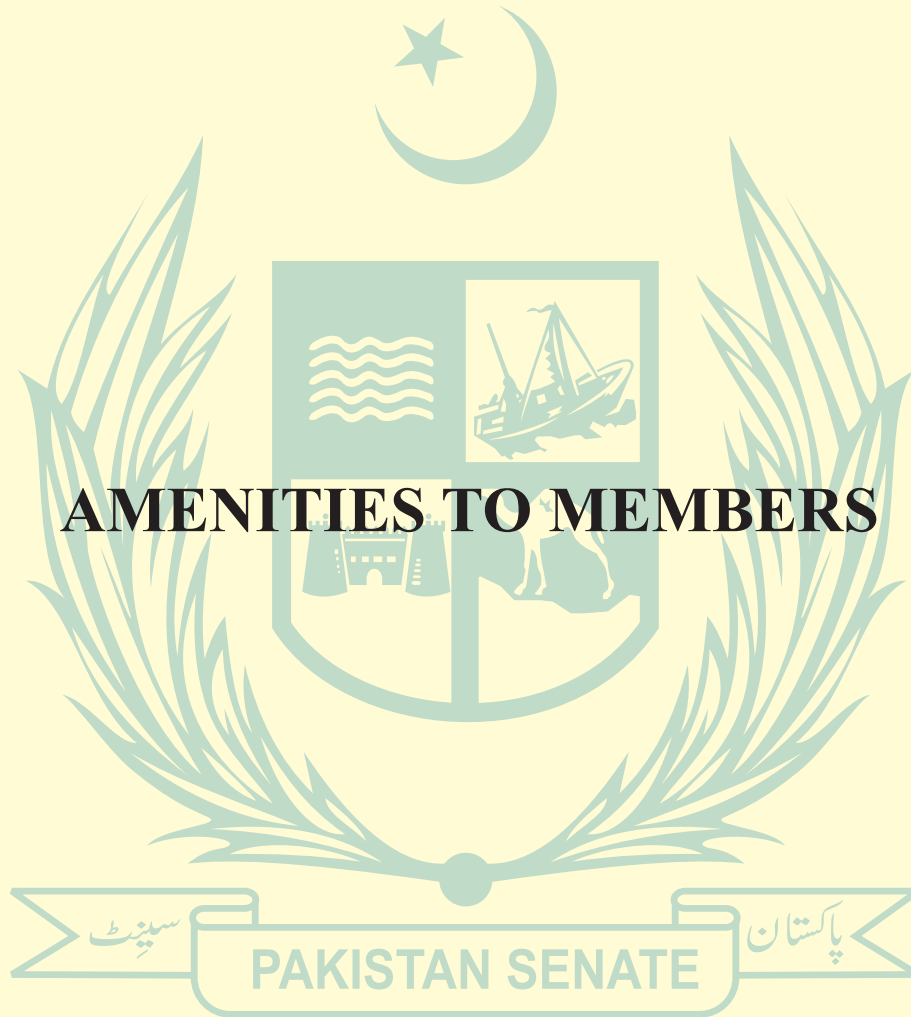
Committee on Human Rights:

The Functional Committee on Human Rights was first constituted in 1993 and is the youngest Committee of the Senate. This Committee reviews on a continuous basis the overall position of human rights violations in the country and receives representation from the affected persons, organizations and international agencies, including the Human Rights Commission, regarding human rights violations in Pakistan. It also ascertains if any violation of human rights has taken place and identifies the problem areas. The Committee undertakes studies and makes recommendations for redressing the human rights violations including proposal for legislation in that area.

Finance Committee of the Senate:

There is a Finance Committee of the Senate constituted under Article 88 of the Constitution. Expenditure of the Senate within authorized appropriations is controlled by the Senate itself on the advice of its Finance Committee which consists of the Minister for Finance and such other members as may be elected by the Senate. The Chairman of the Senate is the Chairman and Secretary Senate is ex-officio Secretary of the Finance Committee. The Committee approves the budget for the Senate for inclusion in the Federal Budget and also advises the Senate in regard to control over the expenditure to be incurred within the authorized appropriations.

CHAPTER VI



AMENITIES TO MEMBERS

The salaries and allowances of members of the Parliament are regulated by the provisions of "The Members of Parliament (Salaries and Allowances Act), 1974" as amended from time to time. The Act was last amended on 30th June, 1996 allowing for the payment of salaries and allowances to the members at the following rates, namely:-

Salary	...	Rs.	27,377	p.m.
Sumptuary Allowance	...	Rs.	5,000	p.m.
Office Maintenance	...	Rs.	8,000	p.m.
Telephone Allowance	...	Rs.	10,000	p.m.
*Adhoc Relief 2010	...	Rs.	11,903	p.m.
**Adhoc Relief 2011	...	Rs.	3,571	p.m.
Total:		Rs.	65,851	p.m.

A Chairman of Senate committee, in addition to his salary and allowances as member, gets an additional honorarium of Rs. 12,700 p.m. He is also allowed the use of official transport and the services of a Private Secretary, Stenographer, Driver and a Naib Qasid.

Free Travel

Under the said Act, every Senator has been allowed the following facilities:

Travel Vouchers	...	Rs.	150,000	per year
or				
Cash in lieu of				
Travel Vouchers	...	Rs.	90,000	per year

In addition to the vouchers referred to above or as the case may be, amount of ninety thousand rupees in cash, a member shall be entitled to twenty

business class open return air tickets from the airport nearest to his constituency to Islamabad.

Travelling Allowance

By Air

For the Senate sessions and for any other official work like Senate committee meetings, the members are entitled to travel by air in business class in the country at government expense. A member can, thus, travel from the nearest airport to his residence to the seat of the Parliament - Islamabad, or to any other place and back in connection with the business of the Senate or its committees.

By Rail

Travel by rail in air-conditioned class from any part of the country to Rawalpindi or the venue of committee meeting is admissible to the members. They can get their expenses reimbursed from the Secretariat.

By Road

If a Senator travels by road in his private car or by other means, he/she is entitled to receive expenses at the rate of Rs. 10 per kilometer. This payment is made from his residence to the Senate and vice versa.

Daily Allowance during Senate Session

The following daily allowance is permissible to a Senator up to three days before the start of the session to three days after the session:

Daily Allowance	Rs.	1,000
Conveyance Allowance	Rs.	750
Housing Allowance	Rs.	2,000
Total:	Rs.	3,750

Chairman

The Chairman gets a salary of Rs. 73,002 per month. He is entitled to the use of official transport and an official residence with monthly rent not exceeding Rs. 82,500. The house can be furnished for Rs.100,000 at government expense.

Deputy Chairman

The Deputy Chairman draws a salary of Rs. 67,528 per month. He is entitled to the use of official transport and an official residence up to a monthly rent of Rs. 75,000. The Deputy Chairman's official residence can be furnished for Rs. 100,000 at government expense.

CHAPTER VII





Senate Library

Senate Library

Members often need written material on various subjects in connection with the business of the House and of Senate Committees. The Senate has a modest library, equipped with computerized cataloging system. It possesses over 12,000 books and periodicals covering different fields like Law, Constitution, Parliamentary practices, Legislation, Economics, Politics, International Affairs, Philosophy, History. A number of popular reference books and legal documents are also provided on demand. The members can fully utilize this facility to cater for their requirement.

Leading newspapers published in Pakistan and some important journals, both of national and international origin are available in the library for use by members. Newspapers are also provided in the Senator's Services Centre.

An audio-visual equipment alongwith internet facility has ben provided in the reading room of Senate library.

National Assembly Library

The members can also use the National Assembly Library, which is relatively a large facility having micro-filming and computerized cataloging equipment. It possesses a rich collection of over 80,000 books and periodicals covering different subjects, including Law, Constitution, Legislation, Politics, International Affairs, etc. The Library receives about two dozen national and foreign dailies and about 125 national and foreign journals on a regular basis.

Research & Information Service

The Research Cell undertakes, on demand by members, research on subjects to be discussed or under discussion in the Senate. The Cell has experienced Research Officers, who assist members in collecting information on any subject pertaining to an issue before the House or its committees. It also provides to members relevant research papers, including legislative histories, background papers on significant policy issues and short papers on subjects of topical importance. The Research Cell maintains files, subject-wise, on important news and views as expressed through newspaper columns.

Computer Centre & Networking

The advent of new Information and Communication Technologies (ICTs) have not gone unnoticed in the Senate of Pakistan. Senate Secretariat has made modest but sustained efforts to reap the advantages of automation by modernizing the duties and functions related to the House as well as administration in the Senate Secretariat. The first phase of Computer Automation was completed in 1994 with the help of a Donor Agency.

The need for upgrading ICTs and other Automation in the Senate was realized in 2002 prior to the revival of the Senate and the Secretariat took a number of steps to enhance the use of information technology. It started with upgradation of computers, printers, network infra structure, and software application. The provision of hardware and networking in the chambers and offices located at different floors of the Parliament has been completed. The Local Area Network (LAN) installed in the Senate Secretariat comprises of two SUN SPARK V440 Servers which serve over 140 work stations (Nodes). These two servers are connected through

Router, Switch, Bridge and HUB, via fiber optic cable as its backbone. Each computer station on this network can retrieve information from the database server and authorized users can access the Internet through Intranet. For the use of Senators workstations are placed in the Service Centers, Senate Library and the Lobbies on both side of the House. The Secretariat has also provided Wireless Internet facility to the Standing Committee Chairpersons.

The application software development project is continuing and it is expected that the first application module will be deployed by the end of March 2006.

Under this project applications are being developed whereby the parliamentarians will be able to access information on the working of the House, i.e. Debates, Questions, Bills, Session proceedings, Committee Reports and other legislative activities at their offices official work places. In addition, information on legislative proceedings will be disseminated to the public through website of Senate. Some of the identified areas for implementation of applications are as follows:-

- i. Bills Management System
- ii. Motions Management System
- iii. Resolution Management System
- iv. House Debate System
- v. Question and Answer Session System
- vi. Committee Information System
- vii. Enhancement of Senate website for dissemination of information.

The existing Senate Website (www.senate.gov.pk) is one of the best rated bilingual (English & Urdu) legislature website in Pakistan. It

contains relevant information about the Senate Leadership, Senate Committees and Senators. The general public can get necessary information and contact the Senate members / Committees through the website. After website enhancement more dynamic information about legislative business, House and Committee proceedings will be available.

CHAPTER VIII





Senate offices at first floor

Article 87 of the Constitution provides separate Secretariats for both Houses of Majalis-e-Shoora (Parliament) in order to ensure necessary support services to the Parliament. These Secretariats are independent Constitutional Bodies. Their employees are governed by separate recruitment and conditions of service rules in terms of Article 87 of the Constitution.

Secretary Senate is the functional head of the Secretariat. All communications, orders or reports, authorized by the Chairman are issued under the signature of the Secretary. Similarly, all communication by the members, including notices of Bills, questions, motions or resolutions are addressed to the Secretary and received by him. He is also the ex-officio Secretary of all Committees of the House and maintains record of the Committee debates and discussions.

The offices of the Senate Secretariat are located on the first and third floor of the Parliament House. On entering the Parliament House through gate No. 1, one sets his foot in the main foyer, which is adorned with four terracotta murals, set rectangularly. They depict the people of the four provinces in a joyous mood, such as doing Bhangra, or singing Vais or engaged in Ishkuk dance of the Kalash. Beyond the terracotta mural in the main foyer, there are three lifts. These lifts can take visitors to any of the floors of the building. Leaving the lift at the first floor one faces the offices of the Chairman, Deputy Chairman, Leader of the House, Leader of the Opposition and Secretary Senate. The Senate Library, Senators Services Centre and offices of the Additional Secretaries and Joint Secretaries can be approached through the right corridor whereas the left corridor leads to the offices of the Leader of the House, Leader of the Opposition, committee rooms and the cafeteria.

Accounts Offices Whereas the Reporting, Editing, Research and

SIS cells are situated in the eastern wing of the third floor.

The offices of Chairmen Senate Standing Committees and their staff are housed in the former US Aid Building, near the Government Hostel on Ataturk Avenue and a temporarily hired house No 21, street No 88 in G-6/3 Sector Islamabad.

Senate Secretariat can broadly be divided into three wings – Legislation, Committees and Administration – each with distinct functions and duties. Each wing has branches to carry out the assigned roles/jobs. A brief introduction to the wings and their branches is given below:

I. Legislation Wing

Legislation Wing focuses on processing Legislative work, including work connected with the summoning and prorogation of the Senate, allotment of days for various categories of Business and preparation and issuance of the Orders of the Day; work related to legislation, including Government and private members' Bills, point of order and maintenance of the Bills Register: resolutions, amendments; framing of Rules of Procedure and responding to questions arising out of the Rules: papers laid on the table of the House, intimation regarding the arrest and detention of members; matters relating to the election, bye-election, disqualification or resignation of Senators; compilation of Journal of House proceedings; and preparation of summary of Business transacted in each session of the Senate. It also prepares various types of lists of Senators such as alphabetic list, party wise list, term wise list and Province wise list.

The work of the Legislation Wing is allocated to the Legislation Branch, Question Branch, Motion Branch, Notice Office, Reporters Cell,

Editing Branch, Translation Branch and SIS Cell.

Legislation Branch: It is an important branch dealing with the work connected with legislation. Its functions are:

- to handle matters connected with summoning, adjournment and prorogation of a session.
- to prepare programme for every session.
- to make arrangements for the oath-taking of members.
- to make arrangements for the conduct of elections to the office of Chairman/Deputy Chairman Senate.
- to make documents available to the members, pertaining to the proceedings of the House.
- to provide professional support to the Senators in legislative affairs.
- to process proposed amendments in the Bill and rules.
- to prepare Orders of the Day and agenda for the sittings.
- to handle matters related to points of order.

Question Branch: Besides dealing with Resolutions and Motions under Rule 194, this branch caters for Starred, Unstarred and Short Notice questions asked by the Senators.

Motion Branch: This branch handles the Adjournment Motions, Privilege Motions and Call Attention Notices, given by members.

Reporters Cell: Recording and transcribing proceedings of the Senate and bringing out the official verbatim record of the proceedings within 24 hours.

Editing Branch: Editing of the debates of the House for final printing. It also prepares the index/catalogue of these debates.

Translation Branch: All translation jobs pertaining to the Business of the House and the Secretariat are handled by this Branch. These include Orders of the Day, questions and their replies, Resolutions, Adjournment Motions, Privilege Motions, Calling Attention Notices, Motions Under Rule 194, admitted lists of questions, allocation of days and reports of the Senate committees. These documents are translated from Urdu to English and vice versa.

Interpretation Cell: The simultaneous interpretation of the proceedings of the House and committee meetings from English into Urdu and vice versa, is the main responsibility of this Cell.

Notice Office: It acts as a liaison between members and the Secretariat. The Notice Office is located in the Senators' Services Centre. The main functions of the Notice Office are:

- Receiving notices from the members in respect of Bills, Call Attention, Questions, Motions, Resolutions and Amendment Bills etc.
- Receiving and processing applications for various passes like Press Gallery, DVG, Public Gallery and Official Gallery.
- Receiving miscellaneous papers of members such as members' TA/DABills, invitation cards etc.
- Receiving letters from members addressed to the Secretariat or to

Ministers of the Government.

II. Committees Wing

This wing is divided into two branches and its responsibilities include the entire work connected with the Standing, Special and Select Committees of the Senate. It provides support for committee meetings, including correspondence with members and Ministries, and also on the occasion of presentation and circulation of reports. In addition, it also provides secretarial support as regards the nomination and election of members to the committees and summoning of witnesses, if so desired by any committee.

III. Administration, Services & IPR Wing

Administration Wing deals with matters related to the general administration of the Senate Secretariat including those connected with internal security arrangements. Its major areas of responsibilities are: making arrangements for residential accommodation and other services to be provided to the Senators, handling incoming and outgoing parliamentary delegations, printing of House debates and Committee reports, payment of TA/DA to the Senators, recruitment of Senate employees, their training, postings and promotions. The branches that assist the Administration Wing in carrying out these responsibilities include;

- The Senators' Services Centre
- Service Branch
- Inter-Parliamentary Relations Branch
- Security Branch
- Establishment Branch

- Administration Branch
- Finance & Accounts Branch
- Cash & Accounts Branch
- Printing Branch
- Receipt & Issue (R&I) Branch
and
- Transport Cell

Senators' Services Centre: Senators Services Centre was established in June, 1993 for providing the following secretarial/protocol services to the Senators.



Senator's Services Centre



Lady Senator's Lounge

- **Service Branch:** Its functions include:
 - Issuance of travel vouchers to Senators.
 - Providing secretarial support for reimbursement of medical bills of members and their family as per rules.
 - Provision of Senate identity card for members.
 - Issuance of entry cards to guests of members, who witnessing the House Proceedings.
 - Allotment of accommodation to members in Parliamentary Lodges and Government Hostel subject to availability.
 - Coordination with CDA regarding maintenance of Lodges allotted to Senators.

Inter-Parliamentary Relations Branch: The Functions of this Branch includes:

- To maintain record of Senators 'biodata/particulars.
- To make arrangements for the visit of incoming and outgoing Parliamentary delegations.
- To deal with matters connected with the meetings of Inter Parliamentary Union (IPU), Association of Secretaries General of Parliaments (ASGP) and Commonwealth Parliamentary Association (CPA).
- To organize International Parliamentary Conferences, Workshops and Seminars.

Security Branch: Senate's Security Cell operates under the supervision of Sergeant-at-Arms, who is assisted by a Deputy Sergeant-at-Arms, Security Assistants and Junior Security Assistants, including four female security staff. The main functions of this Cell are:

- To escort the Chairman from his office to the Senate Hall and back during sessions.
- To keep a watch on the visitors galleries
- To keep a watch on the Committee Rooms during meetings
- To streamline the movement of visitors during the Senate sessions
- To restore order in the Hall when ordered by the Chairman

Printing Shop: the printing shop of the Senate Secretariat was established in January, 1992 and is assigned the task of composing Senate debates. Previously Senate debates were printed at the Printing Corporation of Pakistan Press but now an in-house facility is available to print the Senate debates. This has helped in expediting printing and curtailing expenditure.

Cash & Accounts Branch: The main responsibilities of this branch are:

- Disbursement of salaries of Chairman, Deputy Chairman, Officers and the Secretariat staff as well as their TA/DA and other allowances in coordination with AGPR.
- To maintain and update the service books of all non-gazetted staff
- Maintaining record of GP fund of Senate employees
- Preparation and maintenance of income-tax records and returns
- All matters pertaining to expenditure

Finance & Accounts Branch: This branch is responsible for:

- Preparation and maintenance of all relevant record pertaining to the Senate budget
- Arrangements for payment of monthly salaries to Senators
- Preparing of TA/DA bills and delivering cheques to the Senators

- Settlement of all matters with regard to the legal heirs of a deceased employee pertaining to benevolent fund, group insurance and Behbud Fund.
- Preparation of retirement and pension papers of the Senate employees.

Establishment Branch: Their functions include:

- Determining policy with regard to the functioning of the Secretariat
- Making rules for appointments against temporary or ad-hoc posts
- Appointments, postings and transfers of the staff
- Maintenance of annual confidential reports
- Training programmes within and outside Pakistan
- Allocation of work among officers and sections
- Maintaining; leave record of the staff

Administration Branch: The Administration branch looks after the day-to-day office management requirements and provides necessary logistics support to officers and branches. It also deals with the payment of telephone bills and other contingent expenditure

Transport Cell: The responsibilities of the transport Cell are:

- Acquisition and maintenance of transport.
- Provision of transport, when necessary, to Senators and officials of the secretariat.
- Assignment of duties to the driver.

Receipt & issue Branch: This branch is responsible for:-

- Maintaining list and addresses and contact numbers of Members officers and staff, of the Secretariat.
- Maintaining record of all sorts of communications.
- The branch is open round the clock except on gazette holidays.



Parliament House Cafeteria

Parliament House Cafeteria

CHAPTER IX



**PARLIAMENT HOUSE:
BUILDING & FACILITIES**



Senate in Session

The Parliament House complex at Islamabad was inaugurated on 28th May, 1986. It took exactly 11 years to build. It was designed by Edward Durel Stone an architect from USA.

The five storied building has a total floor space of about 598,000 sq. feet. The ground floor has a covered area of 176,889 sq. feet and houses the main foyer, restaurant, bank, dispensary, post and telegraph offices, PIA reservation office and a mosque to accommodate 450 Namazis. Directional sign-boards, have been provided throughout the building to facilitate the movement of visitors.

The first floor (total covered area 176, 294 sq. feet) has offices of the Chairman and Deputy Chairman Senate and Chambers for Leader of the House and Leader of the Opposition in the Senate. This floor caters for offices of 14 Federal Ministers, Secretary Senate and senior officers of the Senate Secretariat. It also has three Committee Rooms, equipped with modern public address system. The Senators' Services Centre, the Senate Library and the Cafeteria are also housed on this floor.

The second floor has a covered area of 128,134 sq. feet. The National Assembly and the Senate Halls are situated on this floor. It also houses, the chambers of the Prime Minister, Speaker and Deputy Speaker National Assembly and offices for 16 Ministers. The Library of the National Assembly and a Committee Room are also located on this floor.

The third floor has a covered area of 58,012 sq. feet. Some offices of the Senate and the National Assembly Secretariat are set up on this level. The Press Lounge is also located on this floor.

On the fourth floor are located the President's Chamber, a Committee Room as well as the offices of the National Assembly Secretariat. It also houses camp offices of Press Information Department (PID), Associated Press of Pakistan (APP), Pakistan Press International (PPI), Pakistan Television (PTV) and Pakistan Broad Casting Corporation (PBC).

The Senate Hall

The Senate Hall and the National Assembly Hall are situated back to back on the second floor and separated by a common area housing the lifts. The Senate Chamber has seating capacity for 124 Parliamentarians while the galleries can accommodate 353 persons. The Chamber is equipped with modern public address and Simultaneous Interpretation System based on micro computer technology. A microphone, an earphone, loud speaker and seven-position channel selector switch have been provided for each member. The microphones can be worked both automatically and manually. A micro computer Automatic Voting Counting System (AVC) and a large electronic display board have been installed in the Senate hall. Each member has been provided with a voting unit fixed on his table. However, rules have yet to be amended for the use of this facility. CCTV equipment is installed.



The National Assembly Hall

The National Assembly Hall is oblong in shape with a diameter of 130 feet. The main Chamber has seating capacity for 448 Parliamentarians. The hall



is equipped with electronic boards and a sophisticated public address system. The hall ascends gradually in tiers. Flanking the hall on three sides of the circumference are seating areas for visitors which can accommodate 822 persons. Special areas have been designated for the guests of the President and the Speaker. A separate enclosure has been earmarked for members of the Press.

Mosque

A mosque is located on the ground floor.



Art Collection

Paintings by renowned painters of Pakistan adorn the walls of the Parliament building. The Paintings in the main foyer depicts the cultural heritage of the country.



Other Services and Facilities

A Post Office, PTCL Customers Services Centre as well as PIA and Railways counters are also located on the ground floor.

Medical Facility

Medical care is available for members in the Federal Government Services Hospital (Polyclinic). However, for emergencies or ailments requiring immediate medical attention, the services of a Medical Officer are available in the dispensary on the ground floor adjacent to the mosque.

Committee Rooms

There are seven committee rooms in the Parliament Building five of which have Simultaneous Interpretation System facility.

Fire Fighting Arrangements

Adequate fire fighting and smoke detection equipment has been provided in the Building. Staircase or exit points for use in case of emergency, like fire or non-functioning of lifts, are provided. Sign boards showing exits in case of emergency are prominently displayed in the building.

Landscaping and design

The design of the building is such that the three upper floors are smaller in size than the two below. A terrace with plants and turfing runs around the perimeter at the second floor level. There are four lightwells, one at each corner of the building which reflect



sun light into the building. The Parliament House is flanked on the north west by a terraced lawn which is spread in front of the Aiwan-e-Sadr. The front lawn of the Parliament building has a sizeable collection of trees planted by various foreign dignitaries, who visited Pakistan from time to time after the inauguration of Parliament Building in 1986.



CHAIRMAN SENATE MR. FAROOQ H. NAEK, SHAKING HAND WITH THE CHINESE PREMIER WEN JIABAO, AT PARLIAMENT HOUSE, ISLAMABAD 19th DEC, 2010.

CHAPTER X



**INTER-PARLIAMENTARY
RELATIONS**

Parliamentary diplomacy has always played an important and crucial role in developing and forging relations between the countries and peoples. The Senate of Pakistan has been actively engaged in promoting and strengthening bilateral and multilateral Parliamentary relations. The bilateral relations are established with other parliaments at the regional and international levels. At the multilateral level, the Senate the National Assembly are members of the Inter-Parliamentary Union (IPU) Commonwealth Parliamentary Association (CPA), Asian Parliamentary Assembly (APA) and Parliamentary Union of Islamic Countries (PUIC).

Inter-Parliamentary Union

The Inter-Parliamentary Union is the biggest parliamentary organization in the world with 159 members and 9 associate members at present. It is considered to be a focal point for world-wide parliamentary discussions and also for nurturing healthy traditions in representative democracies. IPU holds its conferences, twice a year, to consider questions of concern and also to express views on political, economic, social, cultural and environmental problems of international significance. The Senate became a member of IPU, in 1973, immediately after adoption of bicameral system of democracy, and since then Senate delegations have been actively participating in IPU conferences and other meetings, except for short periods when the parliament was dissolved by the Martial Law regimes.

Senate delegations have been repeatedly urging at this forum that since IPU represents all races, colours and creeds, it has the responsibility of creating an atmosphere of peace in conflict-ridden regions of the world like Afghanistan, the Middle East and Kashmir. Senate delegations have stressed that it is the responsibility of the representatives of the world parliaments to raise voice against discrimination of any kind towards the

minorities anywhere in the world.

Commonwealth Parliamentary Association

The main purpose of CPA is to exchange experiences and to promote understanding and respect for the parliamentary institutions by holding conferences at regular intervals for debates on matters of immediate concern/importance to the Commonwealth countries. The active participation by Senate delegations in these conferences, helped in maintaining contact with the Commonwealth countries and conveying Pakistan's stance on various matters. These conferences have helped in boosting cooperation between the Parliaments of member countries. Social and economic issues like ever-growing trade imbalance between the third world and the developed countries frequently figure at CPA and the participants suggest ways and means for addressing these vital issues. Pakistan's participation in CPA conferences has been proving to be beneficial for the country.

SAARC Speakers Forum

The Association of SAARC Speakers and Parliamentarians was formed in June 1992 to establish and promote relationship between the parliamentarians of the South Asian countries and also to enhance further cooperation among the people of South Asia. Pakistan hosted the second conference of SAARC speakers and parliamentarians in Islamabad in October 1997. This conference was a real success in terms of achieving its objectives by bringing closer the Presiding Officers and parliamentarians of the region. Since the SAARC Parliaments represent one-fourth of the humanity, there lies great responsibility on the shoulders of the parliamentarians of those countries for establishing peace, and for improving the socio-economic conditions of the people inhabiting the

region.

Membership of Other Associations

The Senate of Pakistan is a member of many other international and regional association, including the World Scout Parliamentary Union, International Medical Parliamentarians' Organization, conference of Speakers and Presiding Officers of the Commonwealth Parliaments, Global Parliamentarians on Habitate, Association of Asian Parliamentarians for peace, Parliamentarians for Global Action, the Association of Secretaries General of Parliament and Society of Clerks-at-the-table, Asia Pacific Parliamentarians Conference on Environment and Development, as well as the Asian Parliamentary Assembly.

Bilateral Contacts

Senate of Pakistan has a programme for exchange of parliamentary delegations with friendly countries on a reciprocal basis. In the past, delegations from the Senate have undertook goodwill visits to almost all the important countries of Asia, Europe, Africa, Latin America and North America. Parliamentary delegations from a large number of foreign countries also paid return visits to Pakistan. The real benefit derived from these visits is the exchange of ideas in an informal manner, which helps in elaborating the country's point of view on various issues of global, regional and bilateral significance. These delegations are generally headed by the Chairman or the Deputy Chairman Senate.

Senators also accompany the President and the Prime Minister on their state/official visits to different countries such an interaction has also contributed in creating a better understanding of Pakistan's position on various issues.

In brief, inter-parliamentary relations and affiliations with international bodies have helped in learning from each other's experience. on the one hand, on the other. These endeavors have also paved way for strengthening bilateral relations. Moreover, it has, also helped in better understanding of Pakistan's point of view on important strategic issues.

International Conferences, Seminar and Workshops

The Senate of Pakistan hosted the 13th Asia Pacific Conference on Environment and Development from 26th February to 3rd March, 2007. The Conference was inaugurated by the Prime Minister of Islamic Republic of Pakistan. The theme of the Conference was 'Water Conservation and Sustainable Development'. The representatives of member countries presented their country reports on the Conference theme. The Plenary Sessions were held on sub-themes such as; Water & Environmental Security, Water Conservation & Management Practices and Trans Boundary Water Issues. Parliamentarians from 42 member countries attended this Conference. A meeting of the Executive Committee of the Conference was also held under the Chairmanship of the Chairman Senate, Mohammedmian Soomro. Senator Muhammad Amjad Abbas, Vice President of the conference, presented the welcome address and Senator Zafar Iqbal Chaudhary, Secretary General, presented country reports of the Conference. The participants were received at Lahore and visited historical places. After two days deliberations at Islamabad, a unanimous Islamabad Declaration was adopted.

The Senate of Pakistan also organized the 9th Standing Committee meeting of International Political Parties (ICAPP) at Islamabad on March 29th 2008. The ICAPP is a forum of Asian Political Parties which was created in the year 2000. More than 240 Political Parties from 45 Asian Countries are members of ICAPP. Twelve members of the Standing

Committee belonging to various Asian Countries attended the 9th Standing Committee meeting. Among other issues, the overall political situation in Asia was reviewed during the meeting, and discussions were held for finalizing the arrangements and agenda of the 5th General Assembly of ICAPP. It was decided that the main theme of the 5th General assembly would be “Towards an Asian Century”, whereas its sub themes would be reconciliation/rapprochement, regionalism and radicalism. The meeting was co-chaired by Mr. Jose de Venecia, President Emeritus of the LAKAS-CMD Party of the Republic of the Philippines and Mr. Chung Eui-young of the United Democratic Party of the Republic of Korea.

DEVELOPMENT PROJECTS

Pakistan Institute of Parliamentary Services

PIPS...A NEW BEGINNING

The Pakistan Institute for Parliamentary Services (PIPS) is a premier institution created to provide quality research and capacity building services for parliamentarians and parliamentary functionaries. The establishment of a sustainable institute for legislative research and capacity building has been a long standing aspiration of parliamentarians and parliamentary staff in Pakistan. The establishment of the Pakistan Institute for Parliamentary Services, PIPS, through an Act of Parliament is a major step towards the realization of this objective.

Strategically placed in the aegis of the Parliament of Pakistan, PIPS is a momentous initiative of the parliamentarians to establish an exclusive centre of excellence with an aim to impact the practice of an effective strong legislature in Pakistan. The interim PIPS was established in existing parliament lodges where it started conducting capacity



CHAIRMAN SENATE MR. FAROOQ H. NAEK ADDRESSING THE PARTICIPANTS OF A FUNCTION ORGANIZED IN HONOUR OF THE CONSTITUTIONAL REFORMS COMMITTEE IN ISLAMABAD ON APRIL 15, 2010.

building events and seminars in a small but well equipped state of the art facility. A dynamic non-partisan team of professionals working in a modern setting, are dedicated to the cause of parliamentary excellence through their mandated services that can prepare our parliamentarians as dynamic leaders in a perpetually changing world.

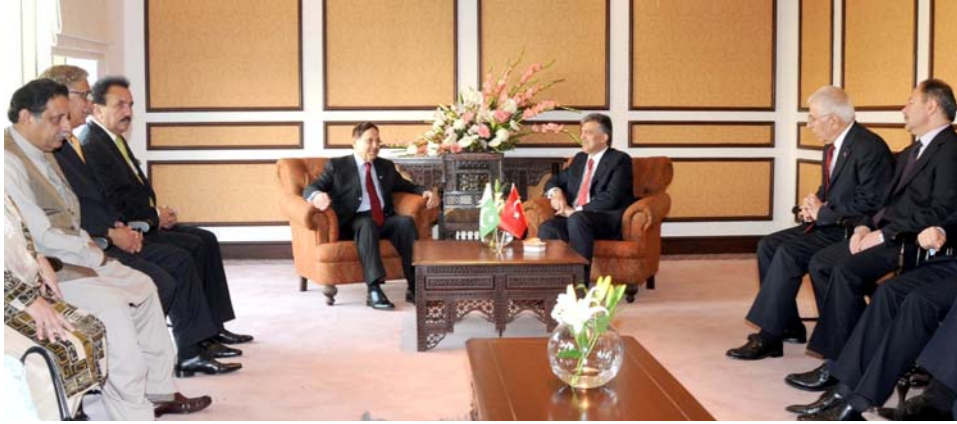
The Institute continues to provide quality services to national as well as provincial legislators. The Institute is “dedicated to parliamentary excellence,” and looks forward to develop into a centre par excellence through a dedicated team of professionals.

VISION

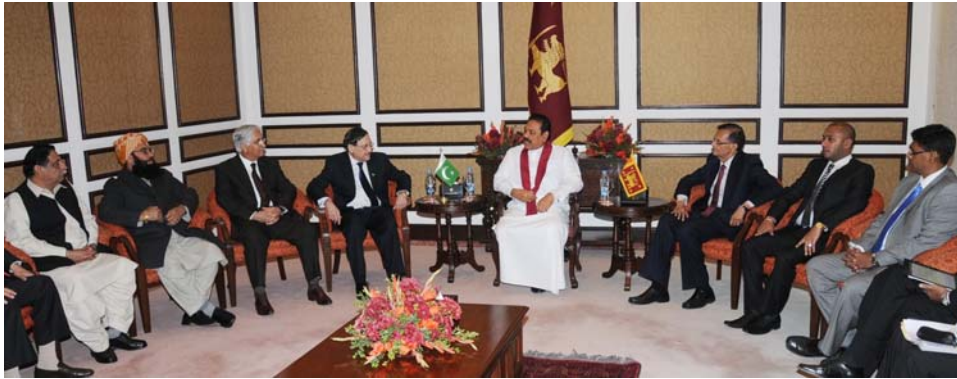
Pakistan Institute for Parliamentary Services (PIPS) envisions establishing a peoples’ representative forum to equip parliamentarians with cutting-edge strategies and tools to perform their representative, legislative and oversight functions effectively and efficiently.

MISSION

PIPS endeavours to provide high-quality, accurate and result-oriented services to elected members and staff of the Legislatures in Pakistan to promote parliamentary excellence.



SENATE MR. FAROOQ H. NAEK, DEPUTY CHAIRMAN SENATE, MR. JAN MUHAMMAD KHAN JAMALI ALONG WITH MEMBERS OF SENATE CALLING ON TURKISH PRESIDENT MR. ABDULLAH GUL AT ISLAMABAD ON MARCH 31, 2010.



SRI LANKAN PRESIDENT H.E. MAHINDA RAJAPAKSA AND CHAIRMAN SENATE MR. FAROOQ H. NAEK EXCHANGING VIEWS ON MATTERS OF MUTUAL INTEREST IN ISLAMABAD ON FEBRUARY 11, 2012.



ACTING PRESIDENT, MR. FAROOQ H. NAEK, EXCHANGE VIEWS WITH LOK SABHA SPEAKER, MEIRA KUMAR LEADING INDIAN PARLIAMENTARY DELEGATION AT PARLIAMENT HOUSE, ISLAMABAD ON FEBRUARY 22, 2012.



ACTING PRESIDENT MR. FAROOQ H. NAEK, ADDRESSING CONCLUDING SESSION OF THE COMTECH GENERAL ASSEMBLY MEETING AT JINAH CONVENTION CENTRE IN ISLAMABAD ON JANUARY 13, 2011

CHAPTER XI



PRESS AND PUBLIC RELATIONS



CHAIRMAN SENATE FAROOQ H. NAEK DISTRIBUTING RELIEF GOODS AMONG FLOOD AND RAIN VICTIMS IN A RELIEF CAMP AT HYDERABAD, SINDH.

The Press and Public Relations Wing of the Senate Secretariat has been, over the years, projecting the Senate, not only, as an institution symbolizing the unity of the Federating Units and the custodian of the rights of the provinces but also its role as a legislative body. For this purpose, the PR Wing constantly established liaison with the Parliamentary Correspondents representing both the electronic and print media. It provided them professional assistance/facilities with a view to ensure a fair and balanced projection of the proceedings of the House. The facilities provided to the media representatives during the session of the House included supply of parliamentary papers, copies of the Orders of the Day, Committees reports, Questions & Answers and other papers laid on the table of the House. The PR Wing also ensures, with the cooperation of the Press Information Department, matters concerning the Press Gallery such as issuance of Security/Duty Passes to the media representatives, besides provision of professional facilities to the journalists covering the proceedings of the House.

The PR Wing regularly monitors/scans major national dailies to keep an eye on events of significance, reporting and projection of the House proceedings and meetings of the Senate Committees as well as the official engagements of the Chairman/Deputy Chairman Senate.

This Wing supplies, on regular basis, sets of press clippings to the Chairman/Deputy Chairman Senate, Chairmen of Senate Standing/Functional Committees and Secretary Senate etc. so as to keep them abreast of the latest developments and issues of public concern.

The Senate PR Wing has a system of issuing Press Releases highlighting the objectives underlying the Committees System i.e. keeping in mind the concept of Parliamentary accountability and safeguarding the dignity and sovereignty of the House. For this purpose, an officer is invariably deputed to attend the committee meeting and to issue a press

release. This system greatly contributed to a better coverage of the Committee meetings and soon it was emulated by other representative bodies in Pakistan.

Besides the above, the Wing drafts messages of the Chairman/Deputy Chairman for issuance to various organizations and to the media on various events of national importance. It also prepares draft speeches for the Chairman and Deputy Chairman for functions of significant importance. It also arranges and ensures appropriate coverage of the functions presided over by the Chairman/Deputy Chairman Senate.

A brief introductory brochure on important parliamentary activities and various aspects of parliamentary practices and procedures was also brought out for distribution to MPs, Press Correspondents and the visitors to the Parliament with the sole objective of wider dissemination of information, know how about the working of the Parliamentary institutions. In addition, the PR wing publishes Directories of Senators, containing *Curriculum Vitae* of the Members of the Senate as well as information about the House and its Committees.



APPENDICES

APPENDIX-I

PARLIAMENTARY CUSTOMS

There are many established parliamentary customs and etiquettes with which a member elected for the first time has to make himself familiar. These customs and practices are based on past practices, the rulings of Presiding Officers and on the unrecorded traditions of Parliament which a member comes to know through his practical experience in Parliament. Some of the written customs and traditions appear under Rule 199, providing guidelines for the members to be observed while participating in a debate, and language to be used by members while on the floor of the House.

Official Language in the House Proceedings

The members shall address the Senate in Urdu or English. However the Chairman may permit any member who cannot adequately express himself/herself in any of these languages to address the House in his/her mother tongue.

A member should not use offensive expressions about the conduct or proceedings in a joint sitting of the Majlis-e-Shoora (Parliament) or a sitting of the Senate, National Assembly or a Provincial Assembly.

Members should not unnecessarily cast reflection on the conduct of any person who cannot defend himself before the Senate.

Members should not utter the unreasonable, seditious or defamatory words or make use of offensive or unparliamentary expressions, in particular expressions which may hurt the religious

susceptibilities of any class or person. Unparliamentary expressions also include any expression which imputes false motives to a member or charges him with falsehood or is couched in abusive language. When the Chair holds that a particular word or expression is unparliamentary, it should be immediately withdrawn without any attempt to raise any debate over it. Words or expression held to be unparliamentary and ordered to be expunged by the Chair are omitted from the printed Debates.

Mode of address During Debates

A member desiring to speak on any matter should speak only when allowed by Chairman.

Members should speak from the place allotted to them and raise when speaking. However, Chairman may permit a disabled member to speak while sitting.

While speaking, a member should only address the Chairman even when he/she wishes to ask a question to another member on any matter before the House.

Members should refrain from irrelevant or tedious repetition either of their own arguments or of the arguments used by other members in debates.

Official Report of Proceedings

The Secretariat prepares a verbatim record of the proceedings of the Senate at each of its sittings for publication in such form and manner as the Chairman may direct. This full report of the proceedings is kept for record and is also supplied to members. Moreover, a Journal of the sittings of the Senate is also maintained.

The Journal contains a comprehensive synopsis of every sitting and is compiled on a regular basis.

Leave of Absence from Sittings

The Senate Secretariat maintains a register showing the attendance of each member at each sitting. The register can be made available for inspection to members, if desired. A member desirous of obtaining leave from any sitting or session is required, under the Rules, to make an application to the Chairman stating the period and reasons for his absence. On receipt of application, the Chairman, immediately after the question are, puts in a question form, without debate, that the leave be granted. Where a member is prevented or incapacitated from making such an application, leave of the Senate may be granted on a motion moved by any other member, or on the basis of application made ex-post-facto.

Resignation

A member may resign his seat in the Senate, under Article 64 (1) of the Constitution. The Chairman after receiving intimation from a member, in writing under his/her hand addressed to him shall inform the Senate, as soon as possible, if the House is in session. When the Senate is not in session, the Chairman shall inform the Senate immediately after it re-assembles. The Secretary shall cause the information to be published in the Gazette and forward a copy of the notification to the Chief Election Commissioner for taking steps to fill the vacancy thus caused.

Under clause (2) of Article 64, the Senate may declare the seat of a member vacant if, without leave of the House, he remains absent for forty consecutive days of its sittings.

APPENDIX- II

EXCERPTS FROM THE CONSTITUTION PERTAINING TO MAJLIS-E-SHOORA, PARLIAMENTARY SECRETARIAT, ATTORN GENERAL AND GOVERNORS

50. There shall be Majlis-e-Shoora (Parliament) of Pakistan consisting of the President and to Houses to be known respectively as the National Assembly and the Senate.

**Majlis-e-Shoora
(Parliament).**

51. (1) There shall be three hundred and forty-two seats of the members in National Assembly, including seats reserved for women and non-Muslims.

National Assembly.

(1A) The seats in the National Assembly referred to in clause (1), except as provided in clause (2A), are allocated to each province, the Federally Administered Tribal Areas and the Federal Capital as under:-

	General Seats	Women	Total
Balochistan	14	3	17
The North-West Frontier Province	35	08	43

The Punjab	148	35	183
Sindh	61	14	75
The Federal Administered Tribal Areas	12	-	12
The Federal Capital	12	-	2
Total	272	60	332

(2) A person shall be entitled to vote if

- (a) he is a citizen of Pakistan;
- (b) he is not less than eighteen years of age;
- (c) his name appears on the electrical roll;
- (d) he is not a competent Court to be of unsound mind.

(2A) In addition to the number of seats referred to in clause (1A), there shall be, in the National Assembly, ten seats reserved for non-Muslims.

(3) The seats in the National Assembly shall be allocated to each Province, the Federally Administered Tribal Areas and the Federal Capital on the basis of population in accordance with the last preceding census officially published.

(4) For the purpose of election to the National Assembly,-

- (a) the constituencies for the general seats shall be single member territorial constituencies and the members to fill such seats shall be elected by direct and free vote in accordance with law;
- (b) each Province shall be a single constituency for all seats reserved for women which are allocated to the respective Provinces under clause (1A);
- (c) the constituency for all seats reserved for non-Muslims shall be the whole country;
- (d) members to the seats reserved for women which are allocated to a Province under clause (1A) shall be elected in accordance with law through proportional representation system of political parties' lists of candidates on the basis of total number of general seats secured by each political party from the Province concerned in the National Assembly:

Provided that for the purpose of this sub clause the total number of general seats won by a political party shall include the independent returned candidate or candidates who may duly join such political party within three days of the publication in the official Gazette of the names of the returned candidates

- (e) members to the seats reserved for non-Muslims shall be elected in accordance with law through proportional representation system of political parties 'lists of candidates on the basis of total number of general seats won by each political party in the National Assembly:

Provided that for the purpose of this sub clause the total number of general seats won by a political party shall include the independent returned candidate or candidates who may duly join such political party within three days of the publication in the official Gazette of the name of the returned candidates.

**Speaker and
Deputy Speaker of
National Assembly.**

(53). (1) After a general election, the National Assembly shall, at its first meeting and to the exclusion of any other business, elect from amongst its members a Speaker and a

Deputy Speaker and, so often as the office of Speaker or Deputy Speaker becomes vacant, the Assembly shall elect another member as Speaker or, as the case may be, Deputy Speaker.

(2) Before entering upon office, a member elected as Speaker or Deputy Speaker shall make before the National Assembly oath in the Third Schedule.

(3) When the office of Speaker is vacant, or the Speaker is absent or is unable to perform his functions due to any cause, the Deputy Speaker shall act as Speaker, and if at that time, the Deputy Speaker is also absent or is unable to act as Speaker due to any cause, such member as may be determined by rules of the Assembly shall preside at the meeting of the Assembly.

(4) The Speaker or the Deputy Speaker shall not preside at a meeting of Assembly when a resolution for his removal from office is being considered.

(5) The speaker may, by writing under his hand addressed to the President, resign his office.

(6) The Deputy Speaker may, by writing under his hand addressed to the Speaker, resign his office.

(7) The office of Speaker or Deputy Speaker shall become vacant if-

- (a) he resign his office;
- (b) he ceases to be a member of the Assembly; or
- (c) he is removed from office by a resolution of the Assembly, of which not less than seven days' notice has been given and which is passed by the votes of the majority of the total membership of the Assembly.

(8) When the National Assembly is dissolved, the Speaker shall continue in his office till the person elected to fill the office by the next Assembly enters upon his office.

Summoning and Prorogation of majlis-e-Shoora (Parliament).

54. (1) The President may, from the time to time, summon either House or both Houses or Majlis-e-Shoora (Parliament) in joint sitting to meet at such time and place as he thinks fit and may also prorogue the same.

(2) There shall be at least three sessions of the National Assembly every year, and not

more than one hundred and twenty days shall intervene between the last sitting of the Assembly in one session and the date appointed for its first sitting in the next session:

Provided that the National Assembly shall meet for not less than one hundred and thirty working days in each year.

Explanation . – In this clause, "working days" includes any day on which there is a joint sitting and any period , not exceeding two days, for which the National Assembly is adjourned.

(3) On a requisition signed by not less than one-fourth of the National Assembly, the speaker shall summon the National Assembly to meet, at such time and place as he thinks fit, within fourteen days of the receipt of the requisition; and when the Speaker has summoned the Assembly only he may prorogue it.

55. (1) Subject to the Constitution, all decisions of the National Assembly shall be taken by majority of the members present and voting, but the person presiding shall not vote except in the case of equality of votes.

**Voting in Assembly
and quorum.**

(2) If at any time during a sitting of the National Assembly the attention of the person presiding is drawn to the fact that less than one-fourth of the total membership of the Assembly of the Assembly is present, he shall either adjourn the Assembly or suspend the meeting until at least one-fourth of such membership is present.

**Address by
President.**

56. (1) The President may address either House or both Houses assembled together and may for that purpose require the attendance of the members.

(2) The President may send messages to either House, whether with respect to a Bill (Parliament) or otherwise, and a House to convenient despatch consider any matter required by the message to be taken into consideration.

(3) At the commencement of the first session after each general election to the National Assembly and at the commencement of the first session of each year the President shall address both Houses assembled together and inform the Majlis-e-Shoora (Parliament) of the causes of its summons.

(4) Provision shall be made in the rules for regulating the procedure of a House and conduct of its business for the allotment of time for discussion of the matters referred to in the address of the president.

57. The Prime Minister, a Federal Minister, a Minister of state and the Attorney General shall have the right to speak and otherwise take part in the proceedings of either House, or any committee thereof, of which he may be named a member, But shall not by virtue of this Article be entitled to vote.

**Right to speak in
Majlis-e-Shoora.
(Parliament).**

58. (1) The President shall dissolve the National Assembly if so advised by the Prime Minister; and the National Assembly shall, unless sooner dissolved, stand dissolved at the expiration of forty-eight hours after the Prime Minister has so advised.

**Dissolution of
National Assembly.**

Explanation. - Reference in this Article to “Prime Minister” shall not be construed to include reference to a Prime Minister against whom a notice of a resolution for a vote of no-confidence has been given in the National Assembly but has not been voted upon or against whom such a resolution has been passed and who is continuing in office

after his resignation or after the dissolution of the National Assembly.

(2) Notwithstanding anything contained in clause (2) of article 48, the President may also dissolve the National Assembly in his discretion where, in his opinion,-

(a) a vote no-confidence having been passed against the Prime Minister, no other member of the National Assembly likely to command the confidence of the majority of the members of the National Assembly in accordance with the provisions of the Constitution, as ascertained in a session of the National Assembly summoned for the purpose; or

(b) a situation has arisen in which the Government of the Federation cannot be carried on in accordance with the provision of the Constitution and appeal to the electorate is necessary.

(3) The President in case of dissolution of the National Assembly under paragraph (b) of clause (2) shall, within fifteen days of the dissolution, refer the matter

to the Supreme Court and the Supreme Court shall decide the reference within thirty days whose decision shall be final.

(59) (1) The Senate shall consist of **The Senate.**
one hundred and four members, of whom-

- (a) fourteen shall be elected by the members of each Provincial Assembly;
- (b) eight shall be elected from the Federally Administered Tribal Areas, in such manner as the President may, by order, prescribed;
- (c) two on general seats, and one women and one technocrat including aalim shall be elected from the Federal Capital in such manner as the President may, by Order, prescribed;
- (d) four women shall be elected by the member of each Provincial Assembly;
- (e) four technocrat including ulema shall be elected by the members of each Provincial Assembly; and
- (f) four non-Muslims, one from each

Province, shall be elected by the members of each Provincial Assembly.

Provided that paragraph (f) shall be effective from the next Senate election after the commencement of the Constitution (Eighteenth Amendment) Act, 2010.

(2) Election to fill seats in the Senate allocated to each province shall be held in accordance with the system of proportional representation by means of the single transferable vote.

(3) The Senate shall not be subject to dissolution but the term of its members, Who shall retire as follows, shall be six years:-

- (a) of the members referred to in paragraph (a) of clause (1), seven shall retire after the expiration of the first three years and seven shall retire after the expiration of the next three years;
- (b) of the members referred to in paragraph (b) of the aforesaid clause, four shall retire after the expiration of the first three years

and four shall retire after the expiration of next three years;

(c) of the members referred to in paragraph (c) of the aforesaid clause,-

(i) one elected on general seat shall retire after the expiration of the first three years and the other one shall retire after the expiration of the next three years, and

(ii) one elected on the seat reserved for technocrat shall retire after three years and the one elected on the seat reserved for woman shall retire after the expiration of the next three years.

(d) of the members referred to in paragraph (d) of the aforesaid clause, two shall retire after the expiration of the first three years and two shall retire after the expiration of the next three years; and

(e) of the members referred to in paragraph(e) of aforesaid clause, two shall retired after the expiration of the first three and two shall retire after the expiration of the three years; and

(f) of the members referred to in paragraph(f) of the aforesaid clause, two shall retire after the expiration of first three years and two shall retire after the expiration of next three years:

Provided that the Election Commission for the first term of seats for non-Muslims shall draw a lot as to which two members shall retire after the first three years.

The term of office of a person elected to fill a casual vacancy shall be the unexpired term of the members whose vacancy he has filled.

**Chairman and
Deputy Chairman.**

60. (1) after the Senate has been duly constituted, it shall, at first meeting and to the exclusion of any others business, elect from amongst members a Chairman and a Deputy Chairman and, so often as the Office of Chairman or Deputy Chairman.

(2) The term of office of the Chairman or Deputy Chairman shall be three year from the day on which he enters upon hid officer.

61. The provisions of clauses (2) to (7) of Article 53, clauses (2) and (3) of Article 54 and Article 55 shall apply to the Senate as they apply to the National assembly and, in their application to the Senate, shall have effect as if reference therein to the National Assembly, Speaker and Deputy Speaker were reference, respectively, to the Senate, Chairman and Deputy Chairman and as if, in the provide to the said clause (2) of Article 54, for the words one hundred and thirty the words one hundred and ten were substituted.

64. (1) A members of Majlis e Shoora (Parliament) may by writing under his hand addressed to the Speaker or, as the case may be, the Chairman resigns his seat, and thereupon his seat shall become vacant.

(2) A House may declare the seat of a member vacant if, without leave of the House he remains absent for forty consecutive days of its sitting.

65. A persons elected to a House shall not sit vote until he has made before the

**Other provisions
Relating to Senate.**

Vacation of Seats.

Oath of Members.

House oath in from set out in the Third Schedule.

**Privilege of
Members, etc.**

66. (1) subject to the Constitution and to the rules of procedure of Majlis e Shoora (Parliament) there shall be freedom of speech in Majlis-e-Shoora and no member shall be liable to any proceedings in any court in respect of anything said or any vote given by him in Majlis-e-Shoora and no person shall be so liable in respect of the publication by or under the authority of Mujlis-e-Shoora of any report paper, vote or proceeding.

(2) In other respect, the power, immunities and privileges of Majlis e shoora shall be such as may from time to time be define by Law and, until so define, shall be such as were, immediately before the commencing day, enjoyed by the National assembly of Pakistan and the committees thereof and members.

(3) Provision may be made law for the punishment, by a House , of persons who refuse to give evidence or produce documents before a committee of the House when duly required by the Chairman of the committees so to do:

Provided that any such law-

Procedure Generally

- (a) may empower a court to punish a person who refuse to give evidence or produce documents; and
- (b) shall have effect subject to such Order for safeguarding confidential matters from disclosure as may be made by the President.

(4) The provisions of this Article shall apply to persons who have the right to speak in and otherwise to take part in the proceedings of, Majlis-e-Shoora as they apply to members.

(5) In this Article, Majlis-e-Shoora means either House or a joint sitting, or a committee thereof.

67. (1) Subject to the Constitution, House may make rules for regulation its proceeding and the conduct of its business, and shall have power to act notwithstanding any vacancy in the membership thereof, and any proceedings in Houses shall not be invalid on the grand that some persons who were not entitled to do so sat, voted or otherwise took part the proceedings.

(2) Until rules are made under clause (1), the proceeding and conduct of business in a

Rules of Procedure. etc.

House shall be regulated by the rules of procedure made by the President.

Procedure at joint sittings.

72. (1) The President, after consultation with the speaker of the National Assembly and the Chairmen, may make rules as to the procedure with respect to the joint sittings of and communication b/w the two Houses.

(2) At a joint sitting, the speaker of the National Assembly or, in his absence, such person as may be determined by the rules made under clause(1), shall preside.

(3) The rules made under clause (1) shall be laid before a joint sitting and may be added to, varied amended or replaced at a joint sitting.

(4) Subject to the Constitution, all decision at a joint sitting shall be taken by the votes of the majority of the members present and voting.

**Secretariats of
Majlis-e-Shoora
(Parliament).**

87. (1) Each House shall have a separate Secretariat:

Providing that nothing in this clause shall be construed as preventing the creation

of posts common to both House.

(2) Majlis-e-Shoora may by law regulation the recruitment and the conditions of service of persons appointed to the secretarial staffs of either House.

(3) Until provision in made by Majils-e-Shoora under clause (2) the speaker or, as the case may be, the Chairman may, with the approval of the President, make rules regulation the recruitment, and the conditions of service, of persons appointed to the secretarial staff of the National Assembly or the senate.

88. (1) The expenditure of the National assembly and the Senate within authorized appropriations shall be control by the National Assembly or, as the case may be, the Senate acting on the advice of its Finance Committee.

(2) The Finance Committee shall consist of the Speaker or, as the case may be, the Chairman , the Minister of the Finance and such other members as may be elected thereto by the National Assembly or, as the case may

**Finance
Committees.**

be, the senate.

(3) The Finance Committee may make rules for regulation its procedure.

**Federal Ministers
and Ministers of State.**

92. (1) Subject to clauses (9 and 10) of Article 91, the President shall appoint Federal Ministers and Ministers of State from amongst the members of Majlis-e-Shoora (Parliament) on the advice of the Prime Minister:

Provided that the number of Federal Ministers and Ministers of State who are members of the Senate shall not at any time exceed one-fourth of the number of Federal Ministers.

Provided further that the total strength of the Cabinet including Ministers of State, shall not exceed eleven percent of the total membership of Majlis-e-Shoora (Parliament);

Provided also that the aforesaid amendment shall be effective from the next general election held after the commencement of the Constitution Eighteenth (Amendment) Act, 2010.

(2) Before entering upon office, a

Federal Minister or Minister of State shall make before the President oath in the form set out in the Third Schedule.

(3) A federal Minister or Minister of State may, by writing under his hand addressed to the President, resign his office or may be removed from office by the President on the advice of the Prime Minister.

98. On the recommendation of Federal Government, Majlis-e-Shoora may by law confer functions upon officers or authorities subordinate to the Federal Government.

99. (1) All executive actions of the Federal Government shall be expressed to be taken in the name of the President.

(2) The President shall by rules specify the manner in which order and other instruments made and executed in his name shall be authenticated, and the validity of any order or instruction so authenticated shall not be questioned in any court on the ground that it was not made or executed by President.

(3) The President shall also makes rules for the allocation and transaction of the business of the Federal Government.

Conferring of functions on subordinate authorities

Conduct of business of Federal Government.

**Attorney-General
For Pakistan.**

100. (1) The President shall appoint a person, being a person's qualified to be appointed a Judge of the Supreme Court, to be the Attorney General for Pakistan.

(2) The Attorney General shall hold office during the pleasure of the President.

(3) It shall be the duty of the Attorney General to give advice to the Federal Government upon such legal matters, and to perform such other duties of the legal character, as may be referred or assigned to him by the Federal Government, and in the performance of his duties he shall have the right of audience in all court and tribunal in Pakistan.

(4) The Attorney General may, by writing his hand addressed to the President, resign his Office.

**Appointment of
Governor.**

101. (1) There shall be a Governor for each Province. Who shall appointment by the President after consultation with Prime Minister.

(2) A person shall not be appointed a

Government unless he is qualified to be elected as a member of national assembly and is not less than thirty five year of age.

(3) The Governor shall hold office during the pleasure of the President and shall be entitled to such salary, allowances and privileges as the President may determine.

(4) The Governor may, by writing under his hand addressed to the President, resign his office.

(5) The President may make such provision as he thinks fit for the discharge of the functions of a Governor in any contingency not provided for in this Part.

102. Before entering upon office, the Governor shall make before the Chief Justice of the High Court oath in the form set out in the Third Schedule.

Oath of office.

APENDIX-III

CONSTITUTIONAL HISTORY OF PAKISTAN [CHRONOLOGY OF EVENTS]

04.07.1935	Government of India Act notified
January, 1937	Election in the Sub-Continent
01.04.1937	Government of India Act comes into operation
23.03.1940	Muslim League adopts Pakistan Resolution
Dec. 1945	Election in the Sub-Continent
03.06.1947	British Government announces Act by the British Parliament
18.07.1947	Passage of India Independence Act by the British Parliament
11.08.1947	Quaiz-e-Azam elected President of the Constituent Assembly
11.08.1947	National Flag approved by the Assembly
15.08.1947	Quaid-e-Azam takes oath as first Governor General of Pakistan- Oath administered by Chief Justice Punjab High Court Sir Abdur Rashid
12.03.1949	Objectives Resolution passed by Constituent Assembly
04.08.1954	Cabinet approves the National Anthem
24.10.1954	Constituent Assembly dissolved
9.02.1955	Sindh Chief Court holds dissolution of Assembly as un-constitutional

10.05.1955	Federal Court uphold Governor General 'section
25.05.1955	Second Constituent Assembly Election
07.07.1955	First Session of National Assembly
30.09.1955	West Pakistan Act passed
14.10.1955	One-Unit implemented
29.02.1956	Constituent Assembly passes 1956 constitution
02.03.1956	Governor General ,s assent of 56 Constitution
23.03.1956	First Constitution enforced 07.10.1958 Martial Law imposed; Constituted and the Assembly Dissolved
27.10.1958	Ayub appointed as Prime Minister forms Cabinet
27.10.1958	Mirza resigns, Ayub becomes President
27.10.1959	Basic Democracies Order issued
January, 60	First Basic Democracy (BD) Election held
14.02.1960	Ayub elected as President
01.03.1962	1962 Constitution Announced by the President
28.04.1962	Elections to National Assembly
06.05.1962	Election to Provincial Assembly
08.06.1962	National Assembly approves 1962 Constitution
02.01.1965	Presidential Elections
21.03.1965	Elections to National Assembly
05.02.1966	Sh. Mujib announces his six points

30.11.1967	Z.A. Bhutto launches Pakistan Peoples Party (PPP)
25.03.1969	Martial law imposed by Yahya Khan
30.03.1970	Legal Framework Order issued
07.12.1970	General Elections for National Assembly
07.03.1971	Civil disobedience in East Pakistan
25.03.1971	Military action in East Pakistan
16.12.1971	Fall of Dhaka
20.12.1971	Yahya resign , Bhutto takes over as President , Chief martial Law Administrator
26.12.1971	Hamoodur Rehman Commission constituted to probe the fall of East Pakistan
14.04.1972	First Session of National Assembly
17.04.1972	National Assembly passess Interim Constitution
20.04.1972	Supreme Court holds Yahya's action to declare Martial Law on 25.03.69
21.04.1972	Interim Constitution enforced, Martial Law lifted
12.04.1973	Passage of 73 Constitution
06.08.1973	First Session of Senate
14.08.1973	1973 Constitution enforced
10.01.1977	National Assembly dissolved
07.03.1977	General Election for National Assembly
08.03.1977	Pakistan National Alliance (PNA) Movement against rigging

05.07.1977	Imposition of Martial law
25.09.1979	First-ever Local Bodies Polls in Pakistan
06.02.1981	Movement for Restoration of Democracy (MRD) launched
24.03.1981	Provisional Constitution Order issued
24.12.1981	Formation of Majlis-e-Shoora notified
12.08.1983	President Zia gives policy statement in his address to the Shoora on the first day of the Parliamentary
18.03.1984	Altaf Hussain launches MQM
19.12.1984	Referendum
12.01.1985	Schedule for General Elections announced
25.02.1985	General Elections on Non-Party basis
20.03.1985	First meeting of National Assembly
21.03.1985	First Session of Senate
16.10.1985	National Assembly passes 8th Amendment
31.10.1985	Passage of 8 th Amendment by Senate
30.12.1985	Lifting of Martial law
29.05.1988	National / Provincial Assemblies dissolved. Prime Minister Mohammad Khan Junejo dethroned
17.08.1988	President Zia dies in C-130 crash
16.11.1988	General Elections for National Assembly
06.8.1990	Cabinet / Assemblies dissolved

24.10.1990	General Elections for National Assembly
18.04.1993	Cabinet / Assemblies dissolved
26.05.1993	Cabinet/ Assemblies resorted by Supreme Court
17.07.1993	Cabinet quits; Assemblies dissolved
18.07.1993	President Ghulam Ishaq Khan resigns
19.07.1993	Mr. Wasim Sajjad takes oath as Acting President
06.10.1993	General Elections for National Assembly
25.04.1996	Imran Khan launches Tehrik-i-Insaf
05.11.1996	Cabinet/ Assembly dissolved
03.02.1997	General Elections
15.02.1997	First Session of National Assembly
01.04.1997	Passage of 13 th Amendment to limit President's power under 8 th Amendment
1.07.1997	Passage of 14 th Amendment to check floor crossing by Public Representatives
02.12.1997	President Farooq Laghari resign after a protracted Govt. Judiciary crisis
02.12.1997	Mr. Wasim Sajjid takes oath as Acting President
02.12.1997	Mr. Muhammad Rafiq Tarar sworn in as President
16.03.1998	Supreme Court unholds 14 th constitutional Amendment
20.05.1998	Supreme Court upholds 14th Constitutional Amendment

10.06.1998	Parliament passes a Resolution ratifying proclamation of emergency
28.07.1998	Supreme Court upholds imposition of emergency
06.08.1998	Silver Jubilee of the Senate of Pakistan Celebrated
05.10.1998	Gen. Jehangir Karamat proposes setting up of a National Security Council (NSC)
07.10.1998	Gen. Karamat resigns; Pervaiz Musharraf named new Chief of Army Staff (COAS)
09.10.1998	National Assembly adopts Shariat Bill
17.02.1998	Supreme Court declares military courts illegal
01.03.1999	Supreme Court indicts six legislators on charge of contempt of court
14.05.1999	Supreme Court acquits all legislators indicted on charges of contempt of court
12.10.1999	Army deposes Prime Minister Nawaz Sharif ; Chief of Army Staff (COAS) Gen.Pervaiz Musharraf
14.10.1999	Provisional Constitutional Order 1 of 1999 issued. Gen Pervez Musharraf takes over as Chief Executive. Proclamation order declares state of emergency , Constitution in abeyance, suspend Senate, National Assembly & Provincial Assemblies
18.10.1999	Commonwealth suspends Pakistan from its ranks
23.12.1999	Shariat Court declares all forms of interest (Riba) un Islamic
27.01.2000	89 Judges take oath under Provisional Constitutional Order (PCO)

04.02.2000	Number of judges in Sc rise to 12 with more taking oath under Provisional Constitutional Order (PCO)
20.03.2000	41 members of the suspended Senate retire after completing their term
25.03.2000	Formation of Pakistan Muslim League (Quaid-i-Azam)
12.05.2000	Supreme Court validates October 12 military action, allows Chief Executive to amend Constitution
06.02.2001	Supreme Court asks government to submit its plan for holding elections
14.06.2001	Supreme Court directs government to convert existing financial system to interest free economy by June 30,2002
20.06.2001	Chief Executive Gen. Pervez Musharraf assumes the office of President of Pakistan, dissolves Senate, National & Provincial Assemblies; Rafiq Tarar ceases to hold President,s office; Chairman Senate and Speaker National Assembly cease to hold office.
14.08.2001	Fourth phased road-map to democracy unveiled
19.11.2001	President assumes administrative and financial power and performance of certain functions relating to the Secretariats of the defunct legislative bodies
21.08.2002	Legal Framework Order 2002 (LFO) promulgated (Chief Executive Order No 24 of 2002)
05.09.2002	Registration of Pakistan People's Party Parliamentarians(PPPP)
09.09.2002	The election of members of Senate from Federally Administered Tribal Areas Order 2002 promulgated

10.10.2002	General Elections to National Assembly & Provincial Assemblies held
14.11.2002	Forward Block in PPPP by name of PPPP Patriots formed
16.11.2002	National Assembly members take oath
21.11.2002	Mir Zafarullah Khan Jamali elected Leader of the House in the National Assembly
23.11.2002	Mir Zafarullah Khan Jamali takes oath as Prime Minister of Pakistan
29.06.2004	Chaudhry Shujaat Hussain elected Leader of the House in the National Assembly
30.06.2004	Chaudhry Shujaat Hussain takes oath as Prime Minister of Pakistan
27.08.2004	Mr. Shoukat Aziz elected Leader of the House in the National Assembly
28.08.2004	Mr. Shaukat Aziz takes oath as Prime Minister of Pakistan
16.11.2007	Mr. Mohammedmian Soomro takes oath as caretaker Prime Minister of Pakistan
24.03.2008	Syed Yousaf Raza Gillani elected Leader of the House in the National Assembly
25.03.2008	Syed Yousaf Raza Gillani takes oath as Prime Minister of Pakistan
09.09.2008	Mr. Asif Ali Zardari sworn in as President

APPENDIX-IV

THE HEADS OF STATE / GOVERNMENT/LEGISLATURE

THE HEADS OF STATE

GOVERNOR GENERALS

S.No	Name	Duration
1.	Quaid-i-Azam Mohammad Ali Jinnah	15.08. 1947–11.09. 1948
2.	Khawaja Nazimuddin	14.09. 1948– 18.10. 1951
3.	Mr. Ghulam Mohammad	19.10. 1951– 7.08. 1955
4.	Mr. Iskandar Mirza	07.08. 1955– 22.03. 1956

PRESIDENTS

S.No	Name	Duration
1.	Mr. Sikandar Mirza	23.03. 1956–27.10.1958
2.	Field Marshal Mohammad Ayub Khan	27.10. 1958–25.03. 1969
3.	Gen. Agha Mohammad Yahya Khan	25.03. 1969– 20.12.1971
4.	Mr. Zulfiqar Ali Bhutto	20.12.1971–13.08.1973
5.	Mr. Fazal Elahi Chaudhary	14.08.1973–16.09.1978
6.	Gen. Muhammad Zia ul Haq	16.09.1978– 17.08. 1988
7.	Mr. Ghulam Ishaq Khan	17.08. 1988- 18.07. 1993
8.	Mr. Wasim Sajjad	19.07. 1993– 14.11. 1993

9. Sardar Farooq Ahmed Leghari	14.11. 1993- 2.12. 1997
10. Mr. Wasim Sajjad	02.12. 1997- 1.01. 1998
11. Justice ® M. Rafiq Tarar	01.01.1998–20.06 .2001
12. Gen. Pervez Musharraf	20.06. 2001–18.08. 2008
13. Mr. Mohammedmian Soomro	18.08. 2008- 09.09. 2008
14. Mr. Asif Ali Zardari	09.09. 2008 to date

THE HEADS OF GOVERNMENT

PRIME MINISTERS

S.No	Name	Duration
1.	Nawabzada Liaquat Ali Khan	15.08. 1947- 16.10.1951
2.	Kh. Nizamuddin	17.10. 1951 -17.04.1953
3.	Mr. Mohammad Ali Bogra	17.04. 1953- 11.08. 1955
4.	Ch. Mohammad Ali	11.08. 1955- 12.09. 1956
5.	Mr. Hussain Suhrawardy	12.09. 1956–18.10.1957
6.	Mr I.I. Chundigar	18.10.1957–16.12. 1957
7.	Mr. Feroz Khan Noon	18.12. 1957–7.10. 1958
8.	Gen. Muhammad Ayub Khan	27.10.1958 –27.10.1958
9.	Mr. Noor ul Amin	07.12. 1971 –20.12. 1971
10.	Mr. Z. A. Bhutto	14.08. 1973 –07.05.1977
11.	Mr. Muhammad Khan Junejo	23.03. 1985 –29.05. 1988

12. Ms. Benazir Bhutto	02.12. 1988–06.12.1990
13. Mr. Ghulam Mustafa Jatoi	06.08.1990–06.11. 1990
14. Mian Muhammad Nawaz Sharif	06.11. 1990- 18.04. 1993
15. Mr. Balkh Sher Khan Mazari	18.04. 1993–26,05.1993
16. Mian Muhammad Nawaz Sharif	26,.05.1993– 17.07. 1993
17. Mr. Moeen Qureshi	18.07. 1993– 19.10.1993
18. Ms. Benazir Bhutto	19.10.1993–5.11.1996
19. Malik Miraj Khalid	06.11. 1996–17.02.1997
20. Mian Muhammad Nawaz Sharif	17.02. 1997– 12.10. 1999
21. Mir Zafarullah Khan Jamali	23.11.2002–26.05.2004
22. Chaudhry Shujaat Hussain	29.06. 2004–25.08. 2004
23. Mr. Shaukat Aziz	27.08.2004–15,.08.2007
24. Mr. Mohammadmian Soomro	16.11. 2007–03.03. 2008
25. Syed Yousaf Raza Gillani	25.03. 2008 to date

CHIEF EXECUTIVE

S.No	Name	Duration
1.	Gen. Pervez Musharraf	12.10.1999-23.11.2002

**HEAD OF LEGISLATURE
CHAIRMAN SENATE**

S.No	Name	Duration
1.	Mr. Habib Ullah Khan	06.08.1973-04.07.1977
2.	Mr. Ghulam Ishaq Khan	21.03.1985-12.12.1988
3.	Mr. Wasim Sajjad	24.12.1988-20.06.2001
4.	Mr. Mohammedmian Soomro	12.03.2003-11.03.2009
5.	Mr. Farooq Hamid Naek	12.03.2009-11.03.2012

DEPUTY CHAIRMAN SENATE

S.No	Name	Duration
1.	Mr. Tahir Muhammad Khan	06.08.1973-20.03.1977
2.	Mr. Abdul Malik	21.03.1977-04.07.1977
3.	Makhdoom Sajjid Hussain Qureshi	21.03.1985-29.12.1985
4.	Malik Muhammd Ali	23.01.1986-20.03.1988
5.	Syed Muhammad Fazal Agha	21.03.1988-20.03.1991
6.	Dr. Noor Jehan Panezai	21.03.1991-20.03.1994
7.	Mir Abdul Jabbar	21.03.1994-19.02.1997
8.	Mir Humayun Khan Mari	21.03.1997-12.10.1999
9.	Mr. Khalil-ur-Rehaman	12.03.2003-14.03.2005
10.	Mr. Jan Muhammad Khan Jamali	12.03.2006-11.03.2009
11.	Mr. Jan Muhammad Khan Jamali	12.03.2009-11.03.2012

PRESIDENTS /SPEAKERS OF NATIONAL ASSEMBLY
PRESIDENTS

S.No	Name	Duration
1.	Quazid-i-Azam Mohammad Ali Jinnah	11.08.1947-11.09.1948
2.	Moulvi Tamizuddin Khan	14.12.1948-24.10.1954
3.	Mr. Zulfiqar Ali Bhutto	14.04.1972-12.04.1973

SPEAKERS

S.No	Name	Duration
1.	Mr. Abdul Wahab Khan	12.08.1955-07.10.1958
2.	Moulvi Tamizuddin Khan	11.06.1962-19.08.1963
3.	Ch.A. K .M Fazlul Quader	29.11.1963-12.06.1965
4.	Mr. Abdul Jabbar Khan	12.06.1965-25.03.1969
5.	Mr. Fazal Elahi Chaudhry	15.08.1972-07.08.1973
6.	Sahidzada Farooq Ali	09.08.1973-27.03.1977
7.	Malik Meraj Khalid	27.03.1977-05.07.1977
8.	Syed Fakhar Imam	22.03.1985-26.05.1986
9.	Mr. Hamid Nasir Chattha	31.05.1986-03.12.1988
10.	Malik Meraj Khalid	03.12.1988-04.11.1990
11.	Mr. Gohar Ayub Khan	04.11.1990-17.10.1993
12.	Dr. Fehmida Mirza	19.03.2008 to date

**DEPUTY PRESIDENTS/DEPUTY SPEAKERS OF
NATIONAL ASSEMBLY**

DEPUTY PRESIDENTS

S.No	Name	Duration
1.	M. Tamizuddin Khan	23.02.1948-13.12.1958
2.	Mr. M.H. Gazder	28.03.1953-24.10.1954

DEPUTY SPEAKERS

S.No	Name	Duration
1.	Mr. C.E Gibbon	12.04.1955-07.10.1955
2.	Ch. Muhammad Afzal Cheema (Senior)	11.05.1962-22.10.1965
3.	Mr. Abdul Quasem (IInd)	11.05.1962-22.01.1965
4.	Mr. Fazal Elahi Chaudhry	12.01.1965-25.03.1969
5.	Mr. A.T.M Abdul Mateen (IInd)	12.01.1965-25.03.1969
6.	Mr. Muhammad Hanif Khan	15.04.1972-10.04.1973
7.	Mrs. Ashraf Khatoon Abbasi	11.04.1973-10.01.1977
8.	Mr. Addul Fateh	27.03.1977-05.07.1977
9.	Mr. Wazir Ahmed Jomezai	22.03.1985-29.05.1988
10.	Mrs. Ashraf Khatoon Abbasi	03.12.1988-06.04.1990
11.	Haji M. Nawaz Khikhar	04.11.1990-18.07.1993

12. Syed Zafar Ali Shah	17.10.1993-05.11.1996
13. Ch. M. Jaffar Iqbal	16.02.1997-20.04.2001
14. Safdar Muhammad Yaqub	16.11.2002-16.11.2007
15. Mr. Faisal Karim Kundi	19.03.2008 to date

**CONSTITUTION OF PAKISTAN
FOURTH SCHEDULE**

[Article 70(4)]

**LEGISLATIVE LISTS
Federal Legislative List**

PART I

1. The defence of the federation or any part thereof in peace or war; the military ,naval and air forces of the Federation and any other armed forces raised or maintained by the Federation ; any armed forces which are not forces of the Federation but are attached to operating with any of the Armed forces of the Federation including civil armed forces; Federal Intelligence Bureau; Preventive detention for reason of State connected with defence, external affairs, or the security of the Pakistan or any part thereof; persons subject to such detention; industries declared by Federal Law to be necessary for the purpose of defence or for the prosecution of war.
2. Military , naval and air force work; local self –government in cantonment areas , the constitution and power within such areas of cantonment authorities, the regulation of house accommodation in such areas , and the delimitation of such areas.
3. External affairs; the implementing of treaties agreements including educational and cultural pacts and agreements, with other countries; extradition, including the surrender of criminal and accused

person to Government outside Pakistan Nationality, citizenship and naturalization.

4. Nationality, citizenship and naturalization.
5. Migration from or into, or settlement in, a Province or the Federal Capital.
6. Admission into; and emigration and expulsion from, Pakistan, including in relation thereof the regulation of the movements in Pakistan of persons not domiciled in Pakistan; pilgrimages to places beyond Pakistan.
7. Posts and telegraphs, including telephones, wireless, broadcasting and other like forms of the communication; post office Saving Bank.
8. Currency, coinage and legal tender.
9. Foreign exchange; cheques; bills of exchange, promissory notes and other like instruments.
10. Public debts of the Federation, including the borrowing of money on the security of the federal Consolidation Fund; foreign loans and foreign aid.
11. Federal Public Services and Federal Public Service Commission.
12. Federal pension, that is to say, pensions payable by the Federation or out of the Federal Consolidated Fund.
13. Federal Ombudsmen.
14. Administrative Courts and Tribunal for Federal subjects.
15. Libraries, museums and similar institutions controlled or financed by the Federation.

16. Federal agencies and institutes for the following purposes, that is to say, for research , for professional or technical training, or for the promotion of special studies.
17. Education as respect as Pakistani students in foreign countries and foreign students in Pakistan.
18. Nuclear energy, including.
 - (a) mineral resources necessary for the generation of nuclear energy;
 - (b) the production of unclear fuels and the generation and use of nuclear energy ;and
 - (c) ionizing radiations.
19. Port quarantine, seamen,s and marine hospitals and hospitals connected with port quarantine .
20. Maritime shipping and navigation, including shipping and navigation on tidal waters; admiralty jurisdiction.
21. Major ports, that is to say, the declaration and delimitation of such ports, and the constitution and power of port authorities therein.
22. Aircraft and air navigation; the provision of aerodromes; regulation and organization of air traffic and of aerodromes.
23. Lighthouses, including lightships, of aerodromes.
24. Carriage of passengers and goods by sea or by air.
25. Copy right, inventions, designs, trade-marks and merchandise.

26. Opium so far as regards sale for export.
27. Import and export across customs frontiers as define by the Federal Government , inter –provincial trade and commerce , trade and commerce with foreign countries ; standard of quality of goods to be exported out of Pakistan.
28. State Bank of Pakistan ; banking , that is to say ,the conduct of banking business by corporations other than corporations owned or controlled by a Province and carrying on business only within that Province.
29. The law of insurance; expect as respect insurance under taken by a Province, and the regulation of the conduct of insurance business, expect as respects business undertaken by a Province; Governance insurance ,expect so far as under taken by a Province by virtue of any matter within the legislative competence of the Provincial Assembly.
30. Stock exchanges and futures makers with objects and business not sonfined to one Province.
31. Corporation, that is to say, the incorporation, regulation and winding up of trading corporation, including banking, insurance and financial corporations, but not including corporations owned or controlled by a Province and carrying on business only within that Province, or co operative societies, and corporations, whether trading or not, with objects not confined to a Province, but not including universities.
32. National planning and national economic coordination including planning and coordination of scientific and technological research.
33. State lotteries.

34. National highways and strategic roads.
35. Federal survey including geological surveys and Federal meteorological organization.
36. Fishing and fisheries beyond territorial waters.
37. Works, lands and buildings vested in, or in the possession of Government for the purpose of the Federation (not being military ,naval or air force works), but, as regards property situate in a Province, subject always to Provincial legislation, save in so ar as Federal law otherwise provides.
38. Census.
39. Establishment of standards of weights and measures.
40. Extension of the power and jurisdiction of members of a police force belonging to any area in another Provence, but not so as to enable the police of one Province to exercise power and jurisdiction of members of police force belonging to any Province to railway areas outside that Province.
41. Elections to the office of President, to the National Assembly, the Senate and the Provincial Assemblies; Chief Election Commissioner and Election Commissions.
42. The salaries, allowances and privileges of the President, Speaker and Deputy Speaker of the National Assembly, Chairman and Deputy Chairman of the Senate, Prime Minister, Federal Minister of State, the salaries, allowances and privileges of the members of the Senate and the

National Assembly; and the punishment of persons who refuse to give evidence or produce documents before committees thereof.

43. Duties of customs, including export duties.
44. Duties of excise , including duties on salt, but not including duties in respect on alcoholic liquors, opium and other narcotics.
45. Duties in respect of succession to property.
46. Estate duty in respect of property.
47. Taxes on income other than agriculture income.
48. Taxes on corporation.
49. Taxes on the sales and purchase of goods imported, exported, produced, manufactured or consumed.
50. Taxes on the capital value of the assets, not including taxes on capital gains on immoveable property.
51. Taxes on mineral oil, natural gas and minerals for use in generation of nuclear energy.
52. Taxes and duties on the production capacity of any plants, machinery, undertaking. Establishment or installation in lieu of the taxes and duties specified in entries 44, 47 and 49 or in lieu of any one or more of them.
53. Terminal taxes on goods or passengers carried by railway, sea or air, taxes on their fares and freights.
54. Fees in respect of any of the matters in this Part, but not including fees taken in any court.

55. Jurisdiction and powers of the court, except the Supreme Court, with respect to any of the matter in this list and to such extent as is expressly authorized by or under the Constitution, the enlargement of the jurisdiction of the Supreme Court, and the conferring thereon of supplemental powers.

56. Offences against laws with respect to any matters in this Part.

57. Inquiries and statistics for the purpose of any of the matters in this Part.

58. Matters which under the constitution are within the legislative competence of [Majlis-e-Shoora (Parliament)] or related to the Federation.

59. Matters incidental or ancillary to any matter enumerated in this Part.

PART II

1. Railways.
2. Mineral oil and natural gas, liquids and substance declared by Federal law to be dangerously inflammable.
3. Development of industries, where development under Federal control is declared by Federal law to be expedient in the public interest, institutions, establishments, bodies and corporations administered or managed by Federal Government immediately before the commencing day, including the Pakistan Water and power Development Authority and the Pakistan Industries Development Corporation; all undertakings, projects and schemes of such institutes, establishment, bodies and corporation, institutes, industries, project and undertakings owned wholly or partially by the Federation or by a corporation set up by the Federation.
4. Council of Common interests.
5. Fees in respect of any of the matters in this Part but not including fees taken in any court.
6. Offences against laws with respect to any of the matters in this Part.
7. Inquiries and statistics for the purpose of any of the matter in this Part.
8. Matters incidental or ancillary to any matter enumerated in this Part.

APPENDIX- VI

THE MEMBERS OF PARLIAMENTS

(SALARIES AND ALLOWANCES) ACT, 1974

An Act to consolidate and amend the law relating to salaries and allowances of members of Parliament and to provide for certain Privileges of the Leaders of the Houses and the Leaders of the Opposition in the two Houses of Parliament.

WHEREAS it is expedient to consolidate and amend the law relating to the salaries and allowances of members of Parliament and to provide for certain privileges of the Leaders of the House and the Leaders of the Opposition in the two Houses of Parliament.

It is hereby enacted as follows:-

- 1. Short title and Commencement.** - (1) This Act may be called the members of Parliament (Salaries and Allowances) Act, 1947.

The Act received the assent of the President on 24th April, 1947. It was Published in Gazette of Pakistan, Extraordinary, dated the 30th April, 1947, as Act No XXVII of 1947.

*Note .- The Original act was further amended through Act No XII of 1985, which has been deemed to have taken effect on the first day of March, 1985, and Act No. III of 1988, which received assent of the President on 20-03-1988, Act III of 1993 which received assent of the President on 18-03-1993 through Act No IX of 1996 which received assent of the President on 30-06-1996 through SRO 1036 (1/2003 and

sanction No.F.13(43)/2003.P.A., dated 6th April,2004.

(2) It shall come into force at once.

2. Definitions. - In this Act, unless there is anything repugnant in the subject or context, -

(a) “Assembly” means the National Assembly;

(b) “Committee” means a Standing Committee, a Select Committee or any other Committee set up by or under the authority of a House or a joint sitting connection with the business of that House or, as the case may be, the joint sitting;

(c) “House” means the Senate or the Assembly;

(d) “Joint Sitting” means a joint sitting of the two Houses and includes both Houses assembled together under Article 56 of the Constitution;

(e) “Leader of the House” means a member of a House who is appointed by the Prime Minister to be the Leader of the House;

(f) “Leader of the Opposition” means a member of a House who, in the opinion of the Speaker of the Assembly or, as the case may be, the Chairman of the Senate, is for the time being the leader of the members in opposition to the Government in that House;

(g) “member” means -

- (i) in relation to the Assembly, a member of the Assembly;
- (ii) in relation to the Senate, a member of the Senate; and
- (iii) in the relation to a joint sitting, a member of either house, but does not include the Speaker or Deputy Speaker of the Assembly, the Chairman or Deputy Chairman of the Senate, the Prime Minister, a Federal Minister or a Minister of State;

(h) “session” means the period commencing on the date of the first meeting of a House or the joint sitting after having been summoned and ending on the day House or as the case may be, the joint sitting is prorogued or, in the case the Assembly, dissolved; and

(i) “year” means the financial year.

3. Salary. - A member shall be entitled to receive a salary at the rate of Twenty seven thousand three hundred seventy seven rupees per mensem.

Provided that a person who, by virtue of his holding an office of profit in the service of Pakistan declared by law not to disqualify its holders from being a member, is entitled to receive a salary, the amount of the salary to which he is entitled under this Act shall be only such amount as would not, together with the amount of salary calculated on a monthly basis to which he is entitled by virtue of his holding such an office exceed Twenty three thousand eight hundred six rupees per mensem.

4. Daily allowance and conveyance allowance. - (1) For each day during any period of residence on duty a member shall be entitled to receive daily allowance at the rate one thousand rupees and conveyance allowance at the rate of seven hundred and fifty

Rupees.

(2) A member who arrives at the place of duty or departs from such place shall be entitled to draw daily allowance and conveyance allowance for the day of arrival or the day of departure, as the case may be:

Provided that not more than one daily allowance and one conveyance allowance may, in any case, be claimed in respect of any one day.

Explanation: - In this section and in section 9, “period of residence on duty” means the period during which a member, for the purpose of attending a session or a meeting of a Committee or for attending to any other business connected with his duties as member resides at the place, including his usual place or residence, where the session or the meeting is held or other business is transacted and includes:-

- (a) in the case of a session, the period of such residence, not exceeding three days, immediately preceding the commencement of the session and the period of such residence not exceeding three days, immediately following the end of the session; and
- (b) in the case of a sitting of a committee or transaction of any other business the period of such residence, not exceeding two days immediately preceding the commencement of the sitting of the committee or of the other business and the period of such residence not exceeding two days, immediately following the conclusion of the sitting of the committee or of the other business.

4A. Absence from sitting without leave of the House.-

Notwithstanding anything contained in this Act, a member who without leave of the House, remains absent for three consecutive days of its sittings, shall not be entitled to receive any daily allowance or conveyance allowance in respect of the days of such absence.

4B. Sumptuary. - A member shall receive Sumptuary allowance at the rate of five thousand rupees per mensem.

5. Travelling allowance. - (1) For every journey performed for the purpose of attending a session or a meeting of a committee or for attending to any other business connected with his duties as member from his usual place of residence to the place where the session or meeting is held or other business is transacted and for the return journey from such place to his usual place of residence, a member shall be entitled to receive traveling allowance at the following rates, namely:-

- (a) Where the journey is performed by rail, an amount equal to the aggregate of one air- conditioned class fare and one second class fare;
- (b) Where the journey is performed by air, an amount equal to the aggregate of one business class air fare and ⁴[one hundred and fifty rupees, and
- (c) Where the journey or any part thereof is performed by road, a mileage allowance at the rate of ten rupees kilometer.

(2) The travelling allowance in respect of a journey between two stations shall be admissible on the basis of the shortest of the practicable routes between those stations.

(3) A member who performs a journey between the place where a session or meeting of a committee is held or other business connected with his duties as a member is transacted and a place which is not his usual place of residence may draw travelling allowance for a journey between

the place where the session or meeting is held or other business is transacted and his usual place of residence.

6. Intermediate journeys. – Where, during a session or a sitting of a committee, a member absent himself for less than fifteen days from the place where the session or sitting is held and performs a journey for visiting any place in Pakistan he shall be entitled to receive travelling allowance in respect of the journey to such place and for return journey from such place to the place where the session or the sitting is held at the following rates, namely:-

- (a) Where the journey is performed by rail, an amount equal to one air-conditioned class fare;
- (b) Where the journey is performed by air, an amount equal to one business class air fare by the shortest practicable route; and
- (c) Where the journey or any part thereof is performed by road a mileage allowance at the rate of ten rupees per Kilometer:

Provided that the amount of travelling allowance under this section shall not in any case exceed the aggregate of the daily, conveyance and housing allowance admissible under sections 4 and 9 to which the member would have been entitled had he not so absented himself.

7. Short intervals between sessions or sittings of committee. - Where the interval between the termination of one session and the commencement of another session or between the termination of one sitting of a committee and the commencement of another sitting of the committee, at the same place does not exceed seven days during and such interval, a member-

- (a) remains at, such place, he shall be entitled to receive for each day of residence at such place daily, conveyance and housing allowance at the rates specified in sections 4 and 9; or

(b) leaves such place for another place, he shall be entitled to receive traveling allowance at the same rates and subject to the same conditions as are specified in section (6) as if he was absent from such place during the session or sitting of the committee.

- 8. From of certificate.-** Every claim by a member for traveling allowance conveyance allowance of daily allowance shall be supported by a written certificate in following form signed by the member, namely:-

“Certified that no amount has been claimed by me for the same journey period in any other bill from either House or from Government or a Government Organisation”

- 9. Housing allowance. -** Every member shall be paid a housing allowance at the rate of two thousand rupees for each day during any period of residence on duty.

- 10. Free travel.-** (1) Every member shall be provided during a year with such vouchers of the value of one hundred and fifty thousand rupees as would enable him to travel within Pakistan at any time without payment of any fare by air or by rail:

Provided that, where a person becomes a member during the course of a year, the value of the vouchers with which he is provided during that year shall not exceed the value which bears the same proportion to'

one hundred and fifty thousand rupees as the unexpired portion of the year bears to a year.

(2) A member who does not wish to be provided with such vouchers shall be paid an allowance which bears the same proportion to the value of the vouchers he would have been entitled to be provided with under sub-section (1) as the sum of one hundred and fifty thousand, bears to the sum of ninety thousand rupees.

(2A) A member shall in addition to the vouchers referred to in sub-section (1) or as the case may be amount of ninety thousand rupees in cash referred to in sub-section (2), be entitled twenty

entitled business class open return air tickets from the airport nearest to his constituency to Islamabad.

(3) Any vouchers with which an member is provided under sub-section (1) may be utilized by the family of the member.

Explanation: - In this sub-section, “family” means the spouse and children of a member and one 8[other person.

(4) The utilization by a member of any voucher with which he is provided under sub-section (1) for the purpose of any journey for which he is entitled to any travelling allowance under this Act shall not in any way affect his right to receive such allowance.

11. Telephone. - A member shall be entitled to have a telephone installed at his residence at Government expenses where facilities for installation are available and to a monthly allowance of ten thousand rupees on a account of telephone charges, whether a telephone is so installed or not.

11A. Office maintenance allowance. - A member shall be entitled to receive an office maintenance allowance at the rate of eight thousand rupees per mensem.

12. Other facilities. – (1) A member shall be entitled to such facilities including medical facilities as were admissible to a member of the National Assembly of Pakistan immediately before the commencement this Act.

“(2) An ex-member who remained a member of either House of Parliament for at least one term shall also be entitled to such facilities as is notified from time to time and also medical facilities as is admissible to a sitting member under sub-section(1).”

13. Leader of the House and Leader of the Opposition. - (1) A Leader of the House and a Leader of the Opposition, other than the Prime Minister, shall be entitled to the Salaries, allowances and privileges as are admissible to a Federal Minister under the Federal Ministers and Ministers of State (Salaries, Allowances and Privileges) Act, 1975 (LXII) of 1975.

13A. Chairman of the standing Committee. -(1) A member elected as the Chairman of a standing Committee of a House shall, in addition to the salary, allowances and facilities admissible as a member, be entitled to:-

- (a) an honorarium of twelve thousand and seven hundred rupees per month;
- (b) the services of a Private Secretary in Basis Pay Scale 17, Stenographer in Basic Pay Scale 15, Driver in Basic Pay Scale 4 and one Niab Qasid in Basic Pay Scale 1;
- (c) telephone facility in the office to a limit of ten thousand rupees per month;
- (d) office accommodation with necessary furniture and equipment;
- (e) 1300 CC car and three hundred and sixty liters of petrol, per month for local use subject to the following conditions, namely:-
 - (i) the Chairmen of the Standing Committees of a House are also allowed to use staff car beyond the municipal limits of the Islamabad within the prescribed ceiling of 360 liters of petrol per month and for this purpose PSO Fleet Cards issued to them may be used any where in the country for obtaining petrol.
 - (ii) they will hire private driver for the journey conducted outside Islamabad at their own;
 - (iii) they will be responsible for the restitution of any damage caused to the official car in the event of any accident that occurs during journey outside Islamabad;
 - (iv) No TA/DA will be allowed to the staff or driver accompanying the Chairman of the standing Committee of a House during their journey outside Islamabad;
 - (v) cost of petrol beyond prescribed ceiling of 360 liters per month shall be borne by the Chairmen of the standing Committees of a House themselves.
 - (vi) no deduction of conveyance allowance shall be made to which the Chairman is entitled as member of the Parliament; and installation of telephone at the residence

at Islamabad at Government expense and exemption of rental and payment of charges of calls up to a maximum of five thousand rupees per month.

- (f) installation of telephone at residence at Islamabad at Government expense and exemption of rental and payment of charges of calls up to a maximum of five thousand rupees per month.

Explanation. – For the purpose of this Section, the Functional Committee of the Senate, namely, the Committee on Government Assurance, Committee on Problems of Less Development Areas, Committee on Human Rights and Committee on Rules of Procedure and Privileges shall deem to be the Standing Committee thereof.

- 14. Power to make rules.**- After consultation with the Speaker of the Assembly and the Chairman of the Senate, the Federal Government may, by notification in the official Gazette, make rules for carrying out the purpose of this Act.

14A. Act to have effect subject to instruction etc. - This Act shall have effect subject to such instructions, rules, exceptions, further concessions or easements as the Federal Government may, by notification in the official Gazette, from time to time issue or grant.

14B. Increase in emoluments.- The salaries, allowances and privileges of Members shall automatically be increased by the Federal Government by notification in the official Gazette] in proportion to the increase in the emoluments of the civil servants.

Explanation. - For the purpose of this section the expression “Members” include the Chairman of the Standing Committee of a House.

- 15. Repeal.** - The Leader of the Opposition (Privileges) Act, 1965 (XIII OF 1965), the Members of the National Assembly (Salaries and Allowances) Act, 1966 (XIII of 1966) the National Assembly (Allowances and Privileges Order, 1970 (P.O.No.26 of 1970), the Members of the Assemblies (Allowance and Privileges) Orders, 1972 (P.O.No. 7 of 1972), in so far as it relates to the members of

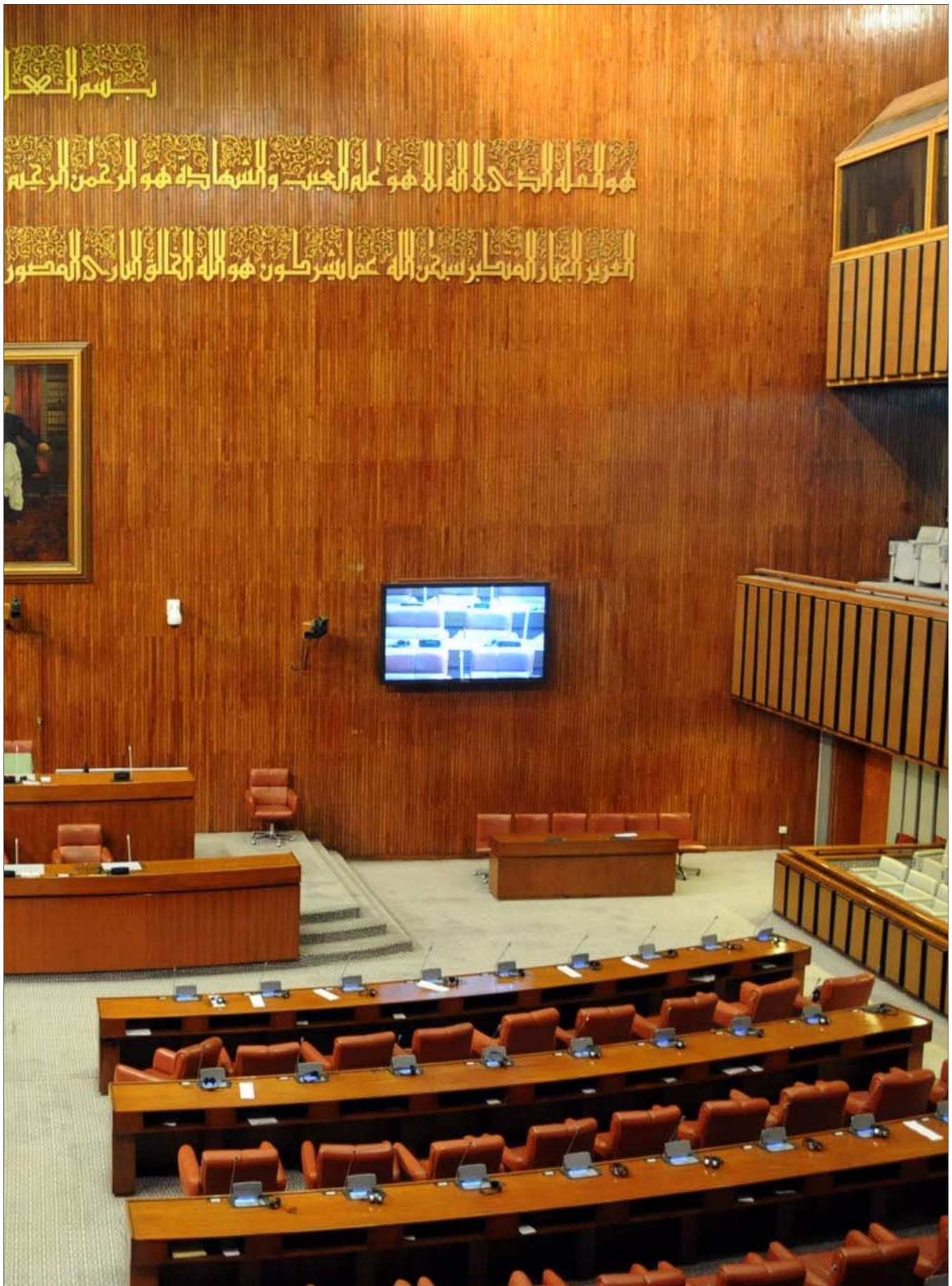
the National Assembly and the Senate (Salaries ,Allowances and Privileges) Order 1973 (P.O.No. 18 of 1973), and the (Members of Parliament Salaries and Allowances) Ordinance 1974 (VII of 1974), are hereby repealed.



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

هُوَ اللَّهُ الَّذِي لَا إِلَهَ إِلَّا هُوَ الْمَلِكُ الْقَدِيمُ الَّذِي لَا يَأْتِيهِ الضَّرْفُ وَهُوَ الَّذِي فِي يَدَيْهِ الْمَقَادِيرُ

هُوَ اللَّهُ الَّذِي لَا إِلَهَ إِلَّا هُوَ الْغَنِيُّ الَّذِي لَا يَخْلُقُ مَا يَشَاءُ وَيَخْتَارُ لَهُ مَا فِي السَّمَوَاتِ وَمَا فِي الْأَرْضِ وَهُوَ الْعَزِيزُ الْحَكِيمُ



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