



सत्यमेव जयते

ODISHA LEGISLATIVE ASSEMBLY

**RULES OF PROCEDURE
(INTERNAL WORKING)**

OF

PUBLIC ACCOUNTS COMMITTEE



SECRETARIAT OF THE ODISHA LEGISLATIVE ASSEMBLY,

BHUBANESWAR

The following rules are Supplemental to the provisions contained in Rules 134 to 136 of the Rules of Procedure and Conduct of Business in the Odisha Legislative Assembly which relate to the composition, scope of functions and conduct of Business by the Public Accounts Committee.

1. After the Report of the Comptroller and Auditor-General of India relating to the Appropriation Accounts of the Government of Odisha has been laid before the Assembly as provided under Article 151 (2) of the Constitution, a copy of the same shall be circulated to each of the members of the Committee.
2. Similarly copies of the Finance Accounts of Government of Odisha and the Audit Report thereon shall be circulated to the members of the Committee after the same have been laid on the Table of the Assembly.
3. The Committee, if so authorised by the Speaker, may examine the Accounts and the Reports of the Comptroller and Auditor-General of India thereon even before they are laid before the Assembly, but in no case reports of the Committee will be submitted to the Assembly before the Accounts and Reports of the Comptroller and Auditor-General thereon examined by it are laid before the House.
4. The programme of the meeting of the Committee shall be drawn up by the Secretary

and approved by the Chairman and copies thereof will be circulated to the Departments of the Government to enable them to keep themselves in readiness.

5. The Accountant-General will attend the meeting of the Committee to assist them by pointing out the important items in the Accounts and Audit Reports entrusted to them for scrutiny under rules 1, 2 and 3 and advise them on the various points that may arise during subsequent discussions. The Comptroller and Auditor-General of India may also attend any meeting of the Committee and offer similar advice.
6. The members after going through the Accounts and Audit Reports referred to in rules 1 and 2 above may frame questions or points on which further information is required by them and may make suggestions for the consideration of the Committee. These questions, points or suggestions shall be sent to the Secretary of the Committee ten days in advance of the date of the meeting. Where the Committee meets at a short notice the period of ten days may be reduced under orders of the Chairman.
7. Where departments are called upon to submit notes, memoranda, etc., either in pursuance of action taken on the recommendations of the Committee or in reference to the point or points on which information may be called for by the Committee or a member thereof, such

notes and memoranda may first be shown to the Accountant-General with all connected papers for purpose of verifying all the figures and statements of facts contained therein before their submission to the Public Accounts Committee. After the notes or memoranda, etc. have been seen by the Accountant-General, 25 copies of the same may be furnished by the Departments to the Committee.

8. The Secretary of the Committee shall note the points on which further information is desired by the Committee as a result of examination of the explanatory notes received from the Departments or as a result of examination of the Departmental Secretaries and, under the directions of the Chairman, take such action as may be necessary.
9. Unless any paper, memorandum, documents or note is marked "Secret" and the Department concerned has made a specific request that its contents should not be made public. All papers, memoranda, documents, notes, etc. laid before the Committee shall be embodied in their report in the form of Appendices.
10. A record of the proceedings of each meeting of the Committee will be kept by Secretary.
11. The Secretaries to the Government and such other officers as may be called by the Committee to give evidence before them shall appear in person. If they are unable to attend in person for unavoidable reasons, they will

depute suitable representatives with the permission of the Chairman. Officers summoned to give evidence may, if allowed by the Chairman, bring such other officers for their assistance as they consider necessary. The Accountant-General or in his absence his deputy will attend all the meetings of the Committee. The Committee may invite Secretary to Government in Finance Department whenever necessary to advise them on the points that may arise. They will be allowed to bring such of their staff they consider necessary for the purpose.

12. Relevant portions of speeches will be forwarded to the members and the officials tendering evidence before the Committee or otherwise attending the Committee for correction and return within 48 hours of their receipt. If corrected copies of speeches are not received back from members, the Reporters' copy will be treated as authentic; portions of proceedings sent to the officials must invariably be obtained from them.
13. If the Chairman of the Committee or of a Sub-Committee is of the opinion that words, phrases or expressions in the proceedings of the Committee or a Sub-Committee as the case may be, contain information which will not be in the public interest to publish or contain observations of a purely personal character, he may order such words, phrases or expressions to be expunged from the proceedings.

14. The Committee shall have power to require the attendance of persons or the production of papers or records, if such a course is considered necessary for the discharge of their duties.
15. The Committee may recall any witness to give further evidence on any point which is under consideration of the Committee.
16. If in any case, any of the witnesses or officers of Government called upon to appear before the Committee to tender evidence, is not in a position to do so for any *bonafide* reasons, the fact shall be intimated to the Chairman sufficiently early.
17. The meetings of the Committee shall not be open to the press. Secretary will, however, prepare a daily communiqué for communication to the press giving information only about the accounts and the names of Department examined, members present etc. without disclosing any of the proceedings of the Committee.
18. If a Department is to be represented by more than one officer and desire that the grants with which a particular officer is concerned should first be considered, information shall be given in advance to the Committee regarding the order in which the particular grants are desired to be dealt with.

19. The verbatim proceedings shall be for the use of the Committee only and only such papers as have been laid on the Table of the House will be made public.
20. The Secretary shall as soon as possible circulate the minute of the Committee as approved by the Chairman to members of the Committee.
21. Where the Public Accounts Committee decide to print the whole or any part of the evidence, the same shall be printed in the form of a separate volume and shall form part of the report of the Committee dealing with the relevant Accounts and Audit reports thereon.
22. The evidence given before a Sub-Committee of the Public Accounts Committee shall not be printed verbatim. The minutes of the meetings of the Sub-Committee shall be maintained by the Secretary and appended to the Report of the Sub-Committee. Such minutes shall be included in the Report of the Committee with the approval of the Committee.
23. When the examination of any part of the accounts has been completed the Committee may frame its recommendations.
24. Each draft report of section thereof will be considered at a meeting of the Committee and will embody the decisions of the majority of the members present and voting.

25. There shall be no minute of dissent to the report of the Committee.
26. The Chairman shall sign the report on behalf of the Committee and present it to the Assembly.
27. As soon as each report has been completed, it will be printed. If printed copies are not available before the presentation of the Report, a typed copy of it can be presented in the House and printed copies supplied to members at a later date.
28. The report shall ordinarily be presented to the House by the Chairman, but if he is unable to do so, one of the members of the Committee who may be authorised by him, may present the report on his behalf.
29. Evidence relating to a particular Report of the Committee shall also be presented to the House by the Chairman or in his absence by any member of the Committee in the same manner as the Report.
30. The Committee shall meet at such time and for such period as the Chairman may determine from time to time.
31. No document submitted to the Committee shall be withdrawn or altered without the knowledge and approval of the Committee.
32. Action to give effect to the recommendations of the Public Accounts Committee will be taken by the Departments concerned but the

Secretary of Committee shall be responsible for watching that such action is taken.

33. A memorandum showing the action taken or proposed to be taken by the Government on the report of the Public Accounts Committee will be prepared from time to time and will after consideration by the Committee, be embodied in the Committee's report.
34. Any additional points of procedure which are formulated from time to time shall be incorporated in these rules.
