

NO.H.13013/1/2009 - PAD
GOVERNMENT OF MIZORAM
PARLIAMENTARY AFFAIRS DEPARTMENT

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Dated Aizawl, the 17th June,2019.

NOTIFICATION

Subject : Guidelines On Constitution, Functions And Procedures Of Consultative Committees

1. Preamble :

Consultative Committees for various Departments of Government of Mizoram was formed on 1.12.1995 and various departments under Government of Mizoram have held such Consultative Committee. However, since no formal guidelines have been notified, there is no uniformity in the functioning of the Consultative Committee. In order to regulate the functioning of the Consultative Committee for various Departments in the Government of Mizoram, the guidelines on Constitution, Functions and Procedures of Consultative Committee, is issued to give the Consultative Committee a formal shape.

2. Objectives :

- * To create awareness among the members of Legislative Assembly about the working of Government.
- * To promote informal consultation between the Government and the members of the Legislature on policies and programmes of the Government and the manner of their implementation.
- * To provide an opportunity to Government to benefit from the advice and guidance of the member of the Legislature in relation to policy matters and implementation of programmes and schemes.

3. Constitution and Dissolution :

- 3.1. Consultative Committee will be constituted for all the Departments of the Government of Mizoram. The Government will declare the composition of these departments.

- 3.2. A Consultative Committee will have a minimum member of 5 (five) and a maximum number of ten.
- 3.3. The Department of Parliamentary Affairs will notify the membership of the Members of the Legislative Assembly on a Consultative Committee.
- 3.4. A member of the Consultative Committee shall be entitled to receive TA/DA for attending the meeting of the Consultative Committee.
- 3.5. The Minister in-charge of the department shall preside over the meeting of the Consultative Committee attached to his Department. Whenever, for exceptional reasons, the Minister of the Department is not able to preside over the meeting already convened, it will either be presided over by the Minister taking charge or it will be postponed.
- 3.6. If the Government so desires, it may not be binding on the part of the Government to Constitute the Consultative Committee(s). However if it desires, the Parliamentary Affairs Department will notify the Constitution of Consultative Committee(s).

Dissolution :

- 3.7. The Consultative Committee shall stand dissolved upon dissolution of every Mizoram Legislative Assembly and shall be re-constituted upon constitution of each Mizoram Legislative Assembly.

4. Functions and Limitations :

- 4.1. The Consultative Committees provide a forum for free and open discussion on the policies, programmes and schemes of the concerned Department in an informal environment.
- 4.2. Members of the Committee are free to discuss any matter which can appropriately be discussed in the Assembly. It would however not be desirable to refer on the floor of the House to anything which might have taken place in a meeting of a Consultative Committee.

4.3. The Consultative Committees will not have the right to summon any witness, to send for or demand the production of any file or to examine any official record.

5. Meetings :

5.1. A minimum of two meetings of the Consultative Committees by the department should normally be held in a year.

5.2. Date for subsequent meeting of the Consultative Committee may be decided in the previous meeting of the Committee as far as possible.

5.3. The Department concerned should, as far as possible, communicate the decision to convene the meeting to its members and the Parliamentary Affairs Department at least two weeks in advance of the meeting.

6. Agenda:

6.1. The Agenda for the meeting of a Consultative Committee may be decided by the Chairperson in consultation with the members, as far as possible. The members may also suggest items for inclusion in the Agenda for consideration of the Chairperson

6.2. As far as possible, the Agenda for a subsequent meeting of the Consultative Committee may be decided during the previous meeting of the Committee.

6.3. The Agenda papers shall be sent by the concerned Department to the Parliamentary Affairs Department at least 5 days in advance of the meeting.

7. Administrative Matters :

7.1. The Department of Parliamentary Affairs shall be responsible for over all co-ordination in respect of matters concerning the Consultative Committees.

7.2. Senior Officers of the Parliamentary Affairs Department shall attend the meeting of the Consultative Committee as an ex-officio member.

Sd/- MARLI VANKUNG
Secretary to the Government of Mizoram,
Parliamentary Affairs Department.

Memo No.H.13013/1/2009 - PAD : Dated Aizawl, the 17th June,2019.

Copy to :

1. Secretary to the Hon'ble Governor, Mizoram.
2. PS to Hon'ble Chief Minister, Mizoram.
3. PS to the Speaker/ Dy. Speaker, Mizoram Legislative Assembly.
4. All PS to Ministers/ Minister of State, Mizoram.
5. All Members of Legislative Assembly, Mizoram.
6. The Sr. PPS to Chief Secretary, Government of Mizoram.
7. All the Principal Secretaries/ Commissioners/ Secretaries, Government of Mizoram.
8. The Secretary, Mizoram Legislative Assembly.
9. All Heads of Departments, Government of Mizoram.
10. Guard file.

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Under Secretary to the Govt. of Mizoram.
Parliamentary Affairs Department.
17/6/19