

**DIRECTIONS BY THE SPEAKER
UNDER THE
RULES OF PROCEDURE AND CONDUCT OF
BUSINESS
IN
ASSAM LEGISLATIVE ASSEMBLY**

FOURTH EDITION, 2025



**ASSAM LEGISLATIVE ASSEMBLY SECRETARIAT
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PREFACE

In pursuance of the provisions of Rule 315 and other Rules of the Rules of Procedure and Conduct of Business in Assam Legislative Assembly, the Speaker, Assam Legislative Assembly, has been issuing Directions from time to time for regulating, subject to the provisions of the Rules, certain matters not specifically provided for in the Rules and also certain matters relating to the detailed working of the Rules under the inherent powers of the Speaker.

2. The First Edition of the Directions was brought out in 1985.
3. The Second Edition of the Directions was brought out in 1987.
4. The Third Edition of the Directions incorporating all the amendments and new Directions made up to February, 2006 was brought out in March, 2006.
5. During the 15th Assam Legislative Assembly, the Speaker, based on comprehensive amendments of the Rules of Procedure and Conduct of Business in the Assam Legislative Assembly, issued many new Directions, including Directions pertaining to Assembly Committees and amended certain other Directions. The existing Directions including the Directions, as amended, as well as the new Directions have been incorporated in this February 2025 Fourth Edition of the Directions by the Speaker.

6. Words and expressions used in the Directions shall, unless the context otherwise requires, have the same meanings assigned to them in the Rules of Procedure and Conduct of Business in Assam Legislative Assembly.

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February, 2025

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Secretary,

Assam Legislative Assembly

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OATH OR AFFIRMATION

Oath or affirmation.

1. (1) A Member, once declared elected, is entitled to take a seat in the House subject to making and subscribing an oath or affirmation in pursuance of article 188 of the Constitution.

(2) If a Member is not able to make and subscribe an oath or affirmation at the commencement of a sitting of the House as provided in Rule 5, such Member may do so at any convenient time during the sitting of the House as the Speaker may direct.

ARRANGEMENT OF BUSINESS

Relative precedence of different classes of business.

2. Unless the Speaker otherwise directs, the relative precedence of the classes of business before the House specified below shall be in the following order, namely: —

- (i) Oath or affirmation.
- (ii) Laying of Governor's Address.
- (iii) Introduction of Ministers.
- (iv) Obituary references.
- (v) Questions (including short notice questions).
- (vi) Leave to move Motions for adjournment of the business of the House.
- (vii) Questions involving a breach of privilege.

- (viii) Papers to be laid on the Table.
- (ix) Communication of messages from the Governor.
- (x) Intimation regarding Governor's assent to Bills.
- (xi) Communications from magistrates or other authorities regarding arrest or detention or release of Members of the House.
- (xii) Announcements by the Speaker regarding leave of absence of Members from the sittings of the House.
- (xiii) Announcements by the Speaker regarding various matters, e.g., resignations of Members of the House, vacation of seats of Members, nominations to Panel of Chairpersons, Committees, etc.
- (xiv) Ruling by the Speaker.
- (xv) Presentation of reports of Committees/ laying of minutes of sittings thereof etc.
- (xvi) Laying of evidence tendered before Select Committees on Bills.
- (xvii) Presentation of petitions.
- (xviii) Statements by Ministers.

(xix) Motions for elections to Committees.

(xx) Calling Attention Notices.

(xxi) Personal statements by ex-Ministers in explanation of their resignation.

(xxii) Statements under Direction 72.

(xxiii) Personal explanations under Rule 282 (if not made during the debate).

(xxiv) Motions for election of Speaker and Deputy Speaker.

(xxv) Motions for leave to move Resolution for removal of Speaker/Deputy Speaker.

(xxvi) Motion for leave to make a Motion of no-confidence in the Council of Ministers.

(xxvii) Bills to be withdrawn.

(xxviii) Bills to be introduced.

(xxix) Laying of explanatory statements giving reasons for immediate legislation by Ordinances.

(xxx) Consideration of reports of the Committee of Privilege.

PRIVATE MEMBERS' BUSINESS

***Limit on
number of
Bills in List of
Business for
introduction or
consideration
and
ballot of Bills.***

3. (1) No Member shall be permitted to introduce more than one Bill on a day allotted for transaction of Private Members' Business and more than two Bills in all during a session.

(2) Unless the Speaker otherwise directs, not more than three Bills on the basis of priority gained under sub-Rule (3) shall be included in the List of Business for consideration and passing on a day allotted for transaction of Private Members' Business.

(3) There shall be a separate ballot for each day allotted for Private Members' Bills:

Provided that where two or more Bills by same Member secure priority within first three, the Speaker may allow only one of the Bill of such Member to be included in the List of Business on the day allotted for transaction of Private Members' Business.

(4) The time and place for holding the ballot shall be announced in Bulletin-Part II.

(5) The result of every ballot shall be published in Bulletin-Part II.

***Ballot of
Resolutions.***

4. (1) There shall be a separate ballot for each day allotted for Private Members' Resolutions.

(2) The time and place for holding the ballot shall be announced in Bulletin-Part II.

(3) The result of every ballot shall be published in Bulletin-Part II.

Inclusion of more than one Resolution in the name of a Member in List of Business.

5. If the Speaker is of the opinion that the Private Members' Resolutions included in the List of Business may not provide adequate business to last till the adjournment of the House for the day at 2 pm, the Speaker may permit inclusion of more than one Resolution against the names of Members and also more than ten Resolutions in the List of Business.

Order of Private Members' Business.

6. Unless the Speaker otherwise directs, the Private Members' Business shall be arranged in the following order: -

- (i) Members' Hour;
- (ii) Bills for introduction;
- (iii) Bill securing first priority in ballot for consideration and passing;
- (iv) Resolution securing first priority in ballot;
- (v) Bill securing second priority in ballot for consideration and passing;
- (vi) Resolution securing second priority in ballot and so on.

STATUTORY RESOLUTIONS

Statutory Resolutions.

7. (1) A Resolution, notice of which has been given in pursuance of a provision in the Constitution or in any Act, shall not be balloted under Rule 22A.

(2) If the Speaker admits notice of such a Resolution, it shall be immediately notified in the Bulletin under the heading 'Statutory Resolutions', and a copy thereof sent to the Government.

(3) The Speaker may, after considering the state of business in the House and in consultation with the Leader of the House, allot a day or days or part of a day for the discussion of any such Resolution.

QUESTIONS

***Consideration
of questions on
same or allied
subject.***

8. (1) Where a large number of notices of questions are received from several Members on the same subject, the Speaker may direct that all the notices be consolidated into a single notice if, in her/his opinion, it is desirable to have a single self-contained question covering all the important points raised by Members:

Provided that in the case of such a consolidated question being placed on the list of questions, the names of all the Members concerned shall be bracketed and shown against the questions in the order of priority of their notices.

Questions to be arranged according to priority.

9. Questions in the list of questions for oral answer on a day under Rule 35 shall be arranged in accordance with the priority secured by each Member at the ballot held for the purpose.

Names of all Members to be shown in the printed report.

10. When a question, placed on the list of questions of oral or written answer on any day in the name more than one Member is answered, the names of all such Members shall be shown on the question in the printed report of the proceedings of the Assembly:

Provided that in the case of a question orally answered, the name of the Member who actually asked the question on the floor of the House shall be stated first and indicated by an asterisk mark.

Supply of statements in answer to starred questions to Members concerned in advance and treatment thereof.

11. (1) When a statement is to be laid on the Table of the House in answer to a question for oral answer or where reference is made to an answer to a previous question, a copy of the statement together with a copy of the question and answer to which reference is made shall be placed in the Notice Office for use of the Members half an hour in advance of the question hour.

(2) The copy of such a statement or answer to previous question referred to in the answer to a question for oral answer shall be supplied on request only to the Member in whose name the question stands or to the Member who has been authorised by him to ask the question on his behalf or to any person who has been duly authorised by him in writing to receive the statement or answer.

(3) Copies of such statements or answers shall be considered as confidential and shall not be released for publication till after the question is answered or the question hour is over, whichever is earlier. If for any reason such a statement is not laid on the Table or the answer is not given or the contents thereof are altered by the Minister while answering the question in the House, the original statement shall not be made public.

Answers to questions to be complete.

12. (1) Answer to questions given in the House shall be complete and, as far as possible, each part thereof shall be answered separately.

(2) If, on an attention being drawn to an answer, the Speaker is satisfied that it does not fulfil this condition, she/he may direct the Minister to give a complete answer.

***Answering
together
of starred
questions on
same or allied
subject.***

13. Where two or more questions on the same subject addressed to a Minister for oral answer appear on the list of questions for any particular day and when the first of them comes for answer, the Speaker may herself / himself or on the request of any Member direct that any or all such questions be taken up together for answer, irrespective of the order in which they stand in the list.

***Procedure for
Ministers
correcting
answers
to starred/
short notice
questions.***

14. When a Minister wishes to correct any inaccuracy in the information which she/he has given in answer to a starred/short notice question or a supplementary question or in debate, the following procedure shall be followed, namely: -

(i) The Minister shall give to the Principal Secretary notice of her/his intention to make a statement. The notice shall be accompanied by a copy of the statement proposed to be made by the Minister.

(ii) When the House is in session, the Principal Secretary shall include the item in the list of business on an appropriate day; and the Minister shall, when called upon by the Speaker, make the statement in the House.

(iii) When the House is not in session, the Principal Secretary shall consider whether the statement shall be made by the Minister

during the next session, in which case the orders of the Speaker shall be taken. If the matter cannot wait till the next session, the statement shall be included in the official report of the proceedings of the House and a foot-note given in the proceedings in the following manner:

“The original reply or statement by the Minister reads as follows: -

The reply as printed above was sent by the Minister afterwards in substitution of the original reply”.

Note: In case where it is not considered desirable to publish the original answer, the revised answer only shall be printed with a suitable foot-note.

(iv) The Minister shall ordinarily intimate the Principal Secretary her/his intention to correct the answer or statement within one week thereof, provided that the Speaker may on being satisfied with the reasons given, waive this requirement.

(v) The Speaker shall determine in each case whether the statement on the correction may be reported to the House by the Minister or laid on the Table.

***Procedure for
Ministers
correcting
answers to
unstarred
questions.***

15. When a Minister wishes to correct any inaccuracy in the information which she/he has given in reply to an unstarred question, the following procedure shall be followed, namely:-

(i) The Minister shall give to the Principal Secretary notice of her/his intention to correct the reply given to an unstarred question. The notice shall be accompanied by a copy of the statement proposed to be laid by the Minister.

(ii) When the House is in session, the Principal Secretary shall include the item in the list of questions for written answer on the appropriate date in the following manner:

The Minister of.....
to lay a statement correcting the reply given
on the..... to unstarred
question No. by Shri.....
regarding.....

(iii) The statement so laid by the Minister shall be included in the official report of the proceedings of the House for the day at the end of answers to all unstarred questions.

(iv) When the House is not in session, the procedure laid down in Direction 13(iii) relating to questions shall apply.

*Advance copies
of statements
by Ministers,
correcting
answers and
procedure
after
statements
made.*

16. (1) Copies of the statement proposed to be made by a Minister correcting the answer given by her/him to a starred/ short notice question shall be placed in the Notice Office in the Assembly building half an hour before the sitting of the Assembly on the day on which the statement is to be made for the information of Members.

(2) Copies of such statements shall be considered as confidential and shall not be released for publication until the statement is actually made.

(3) After the statement has been made, the Speaker may permit Members to ask supplementary questions which are strictly relevant to the subject matter of the correction made by the Minister.

*Answering of
short notice
questions
of absent
Members.*

17. If on a short notice question being called, it is not asked by the Member or the Member in whose name it stands is absent or if the Member has not authorized another Member to ask the question on her/his behalf, the Speaker may, if in the opinion of the Minister concerned the question relates to a matter of public importance, direct that the question and the answer to such question be read by the Minister. Else, the Speaker shall cause a written answer to such question be laid on the Table of the House.

Treatment of questions not included in the starred list of questions.

18. All admitted questions which do not find a place in the Starred List of Questions shall be included in the Unstarred List of Questions, subject to the condition that each Member has at least one question in her/his name and no Member has more than 5 (five) questions (both Starred and Unstarred together) on any one day and the total number of questions in the Unstarred list shall not exceed 50 (fifty).

Procedure regarding inclusion of questions in lists.

19. After the last date of receipt of questions is over, the admitted questions are arranged in order of priority obtained by the Members in the ballot and the order of preference indicated on notice. In putting down the questions in the list of questions, all questions of the Members are included unless they have been admitted as unstarred or disallowed or transferred. Where there is no question admitted as starred from any of the Members securing position within 20, a question from the Member securing 21st position is put down in the list and so on.

Admissibility of questions.

20. Besides the conditions of admissibility of questions mentioned in Rule 37, a question shall be inadmissible on any of the following grounds-

(i) If it relates to a matter of day-to-day administration or tends to further the interest of an individual or a few individuals;

(ii) If it relates to petitions and memoranda received by Minister which are not of public importance; or

(iii) If it relates to a matter within the jurisdiction of the Speaker.

***Postponement,
etc. of
questions.***

21. If the Government finds it difficult to give replies to an admitted question within the stipulated period of time fixed by the Assembly Secretariat for want of material or for any other genuine reason, the matter may be placed before the Speaker by the concerned Minister stating the reasons thereof and requesting to disallow/ postpone/ defer the question. On such a request, the decision of the Speaker shall be final and binding.

***Supplementary
questions.***

22. Any Member with the permission of the Speaker may ask supplementary questions to a starred question, after it is called by the Speaker, for the purpose of further elucidating any matter of fact regarding which any answer has been given. But not more than 5 minutes in all shall be allotted for putting supplementary questions to a particular question.

LEGISLATION

***Notice for
leave
to introduce
Government
Bills.***

23. (1) A Minister desiring to move for leave to introduce a Bill shall give notice in writing of her/his intention to do so.

(2) The period of notice of Motion for leave to introduce a Bill under this Direction shall be seven days unless the Speaker allows the Motion to be made at a shorter notice.

***Prior
circulation
of Bills for
introduction.***

24. Unless the Speaker otherwise directs, no Bill shall be included for introduction in the list of business for a day until after copies thereof have been made available for the use of Members for at least two days before the day on which the Bill is proposed to be introduced:

Provided that the Appropriation Bill may be introduced without prior circulation of copies to Members.

PRIVATE MEMBERS' BILLS

***Member's
request for
obtaining
recommendation
of the President/
Governor to be
forwarded to
the concerned
Department.***

25. Where a Bill given notice of by a Private Member requires recommendation of the President/Governor for introduction in or consideration by the Assembly and the Member has requested the Assembly Secretariat to obtain the recommendation for introduction/consideration on her/his behalf, the Principal Secretary shall forward the notice and the request of the

Member to the Department concerned for communicating the orders of the President/Governor according or withholding such recommendation.

Recommendation by the Governor to be communicated by the Ministers concerned. 26. Every recommendation by the Governor shall be communicated to the Principal Secretary by the Minister concerned in the following terms: –
“The Governor, having been informed of the subject matter of the proposed Bill, demand for grant or amendment, has accorded the previous sanction to the introduction of the Bill or the moving of the amendment or has recommended the introduction of the Bill or the moving of the demand for grant or amendment in the House or recommends to the House the consideration of the Bill.”

Clubbing of names in case of notices of identical Bills. 27. (1) The names of all Members who have given separate notices of an identical Bill shall be shown together in the list of business against the Motion for leave to introduce the Bill.

(2) The names of such Members shall be appended to the Bill in the order in which the notices have been received in point of time.

(3) The Member whose name appears first shall move the Motion for leave to introduce the Bill:

Provided that in case the first Member is absent, the next Member present may make the Motion for leave to introduce the Bill.

***Giving of
authority for
introduction of
Bill.***

28. A Member who has given notice of one's intention to move for leave to introduce a Bill may authorise any other Member to make the Motion on that Member's behalf:

Provided that the authority shall be in writing and shall specifically state that all subsequent Motions in respect of the further stages of the Bill shall be in charge of the Member so authorised:

Provided further that before the Bill is published in the Gazette, the Statement of Objects and Reasons accompanying the Bill shall be signed by the Member who has actually introduced it.

***Giving of
authority to
pilot Bill after
introduction.***

29. The Speaker may, on being satisfied on an application made in this behalf by the Member in charge of a Bill that such Member for reasons which the Speaker considers adequate is unable to pilot by oneself any or all stages of a Bill subsequent to its introduction, permit the Member in charge of the Bill to nominate another Member to pilot the stage or stages of the Bill in respect of which a request has been made to the Speaker.

AMENDMENTS TO BILLS

Insertion of new clause.

30. When an amendment for the insertion of a new clause in a Bill is adopted by the House, the Speaker shall put the question thus:

‘The question is: That clause (quoting the number of the new clause) be added to the Bill.’

CORRECTION IN BILLS

Procedure for correction in Bills.

31. No alteration shall be made in a Bill as introduced or in a Bill as reported by a Select Committee except by way of an amendment adopted in the House:

Provided that the Speaker shall correct any obvious printing or clerical error at any stage of the Bill by issue of a corrigendum to the Bill.

BILLS AS PASSED

Scrutiny, change of year and authentication.

32. (1) After a Bill has been passed by the House, a copy thereof shall be sent to the Department concerned and the official draftsman in the Legislative Department for scrutiny before it is presented to the Governor under Rule 96(4).

(2) If in the opinion of the draftsman, the Bill is not likely to be assented to in the same year in which the Bill is passed and the draftsman makes a suggestion that the year in the title clause be changed, the Speaker

may accept the suggestion and make the consequential change in clause 1 and other clauses of the Bill, wherever necessary.

(3) In such a case, the Bill shall be authenticated in the same year in which it is likely to be assented.

***Laying of Bills
after assent.***

33. Every Bill passed by the Assembly and assented to by the Governor under article 200 of the Constitution shall be laid on the Table by the Principal Secretary.

***Advance
circulation
of reasons for
withdrawal of
Government
Bills.***

34. When a Bill pending in the Assembly is sought to be withdrawn by the Government, a Statement containing the reasons for which the Bill is being withdrawn shall be circulated to Members by the Department concerned sufficiently in advance of the date on which the Motion for withdrawal is sought to be made.

PETITIONS

***Examination
and
presentation.***

35. (1) As soon as a petition is received, it shall be acknowledged in the form specified in the Schedule to these Directions.

(2) Every petition before presentation to the House shall be examined in order to see whether it is -

(a) in proper form;

(b) couched in respectful, decorous and temperate language;

(c) in conformity with the Rules and decisions that may be taken from time to time.

(3) After the petition has been examined and is found to be generally in order, it shall be presented to the House by the Member or the Principal Secretary, as the case may be:

Provided that in the case of a petition on a Bill pending before the House, it shall be presented to the House, as soon as possible after its receipt:

Provided further that in the case of a petition on a Bill pending before a Select Committee, the petition may be referred to that Committee without being presented to the House and the petitioner informed accordingly.

***Admissibility
of petitions.***

36. (1) A petition shall be rejected or returned to the petitioner if it —

(i) relates to personal or individual grievances; or

(ii) relates to matters specified in clause (iii) of Rule 105 of the Rules of Procedure.

(2) In case it is considered necessary to ascertain the facts from the Department concerned in order to determine the admissibility of the petition, a reference may be made to the Department and facts gathered or action taken by them ascertained.

***Consideration
of
representations,
etc. by the
Committee.***

37. (1) The Committee on Petitions shall also meet as often as necessary to consider representations, letters, etc. from various individuals, associations etc. which are not covered by the Rules relating to petitions, and give directions for their disposal:

Provided that representations which fall in the following categories shall not be considered by the Committee, but shall be filed on receipt in the Assembly Secretariat: -

(i) anonymous letters on which names and addresses of senders are not given or are illegible; or

(ii) endorsed copies of letters addressed to authorities other than the Speaker or the House unless there is a specific request on such a copy praying for redressal of the grievance.

(2) After the report has been presented, the petitioner shall be informed about it.

MOTIONS

Classification of Motions.

38. (1) All Motions, notice of which is received in the Assembly Secretariat under the Rules, shall be classified under the following categories, namely: —

(i) Substantive Motions;

(ii) Substitute Motions; and

(iii) Subsidiary Motions, which are further divided into three classes: —

(a) Ancillary Motions,

(b) Superseding Motions, and

(c) Amendments.

(2) The classification referred to in (i) above shall be used in the case of appropriate Motions. The Rules governing these Motions shall be as follows: —

(i) Substantive Motions — A substantive motion is a self-contained independent proposal submitted for the approval of the House and drafted in such a way as to be capable of expressing a decision of the House, e.g., all Resolutions and special Motions are substantive Motions.

(ii) Substitute Motions — Motions moved in substitution of the original Motion for taking into consideration a policy or situation or statement or any other matter are called substitute Motions. Such Motions,

though drafted in such a way as to be capable of expressing an opinion by themselves, are not strictly speaking substantive Motions in as much as they depend upon the original Motion.

(iii) *Subsidiary Motions* — They depend upon or relate to other Motions or follow upon some proceedings in the House. They by themselves have no meaning and are not capable of stating the decision of the House without reference to the original Motion or proceedings of the House. Subsidiary Motions are further divided into:—

- (a) *Ancillary Motions*;
- (b) *Superseding Motions*; and
- (c) *Amendments*.

(a) *Ancillary Motions* — They are Motions which are recognized by the practice of the House as the regular way of proceeding with various kinds of business. The following are the examples of ancillary Motions, namely: —

- (i) That the Bill be taken into consideration.
- (ii) That the Bill be passed.
- (iii) That the Bill be referred to a Select Committee of the House.

(b) Superseding Motions — They are Motions which, though independent in form, are moved in the course of debate on another question and seek to supersede that question. In that class fall all the dilatory Motions. The following Motions are superseding Motions in relation to the Motion for taking into consideration a Bill: —

(i) That the Bill be re-committed to a Select Committee of the House.

(ii) That the Bill be re-circulated for eliciting further opinion thereon.

(iii) That consideration of the Bill or the debate on the Bill be adjourned *sine die* or to some future date.

(c) Amendments — They are subsidiary Motions which interpose a new process of question and decision between the main question and its decision. Amendments may be to the clause of a Bill, to a Resolution or to a Motion, or to an amendment to a clause of a Bill, Resolution or Motion.

***Amendment
or cut motion
moved but not
put to vote.***

39. When an amendment or a cut motion is moved but not put to the vote of the House by the Speaker and the original Motion or demand for grant is passed by the House, the amendment or cut motion shall be deemed to have been negatived by the House.

***Amendment or
Motion moved
but not pressed.***

40. If at the end of the debate, a Member who has moved an amendment or a Motion which has also been proposed by the Chair, informs the Chair that the she/he does not want to press it and if thereupon the amendment or Motion is not put by the Chair to the vote of the House, such amendment or Motion shall be deemed to have been withdrawn by the leave of the House:

Provided that if any Member requests the Chair to put the amendment or Motion to the vote of the House, the amendment or Motion shall be put to the vote of the House.

***Date of report
in Motion for
reference of a
Bill to Select
Committee.***

41. When a Motion is moved for reference of a Bill to a Select Committee of the House, the Motion shall specify a definite date on or before which the Select Committee shall be instructed to report:

Provided that if on the date specified the House is not in session, the report shall be submitted to the Speaker who shall cause it to be laid before the House as soon as possible after the reassembly of the House.

RESIGNATION OF SEATS IN THE HOUSE

Resignation of seats in the House.

42. (1) A letter of resignation under Rule 184A of the Rules of Procedure shall become effective only after it is accepted by the Speaker.

(2) The resignation shall take effect from the date from which the resignation is accepted by the Speaker and it shall not be open to a Member to withdraw the resignation after it is accepted by the Speaker.

(3) If the Member has specified a future date for her/his resignation to take effect, the resignation shall take effect from the date so specified if the Speaker has accepted the resignation by that date.

(4) The resignation shall not be accepted from a date earlier than the one on which it is received by the Speaker or in the Assembly Secretariat.

ASSEMBLY COMMITTEES

Venue of sittings.

43. Sitting of a Committee/sub-Committee, whether formal or informal, at which officers or staff of the Assembly Secretariat are required to be present, shall invariably be held within the precincts of the House. If, for any reasons, it becomes necessary to hold a sitting of the Committee outside the House,

the matter shall be referred for directions of the Speaker.

***Last minute
cancellation
of sittings of
Committees.***

44. No sitting of a Committee shall be cancelled or preponed or postponed by the Chairperson of a Committee by reason only of immediate non-availability of the Chairperson, for the sitting or, for the absence from the sitting already fixed.

***Procedure for
speaking in
Committees.***

45. (1) A Member desiring to make any observation at the sitting of a Committee shall address the Chairperson and make all remarks to other Members through the Chairperson.

(2) A Member shall not speak unless the Chairperson calls.

(3) Any Member, who desires to interrupt while another Member is speaking, shall seek the permission of the Chairperson to do so.

***Personal,
pecuniary or
direct interest
of Member.***

46. (1) Where a Member of a Committee has a personal, pecuniary or direct interest in any matter which is to be considered by the Committee, such Member shall state one's own interest therein to the Speaker through the Chairperson of the Committee.

(2) After considering the matter, the Speaker shall give a decision which shall be final.

(3) At the commencement of every committee meeting, the Chairperson of the concerned Committee shall draw attention of the Members of the Committee to the provisions of clauses (1) and (2) of this Direction.

Putting the question to vote.

47. The Chairperson, if considers that sufficient discussion has taken place on a question, may, without further discussion, put the question to vote and arrive at a decision.

Reopening of question.

48. If a Member desires to reopen a question on which a Committee has already taken a decision, the Member shall, in the first instance, obtain the permission of the Chairperson to do so.

Proceedings and certain documents treated as confidential.

49. (1) The proceedings of a Committee shall be treated as confidential and it shall not be permissible for a Member of the Committee or anyone who has access to its proceedings to communicate, directly or indirectly, to the press any information regarding its proceedings including its report or any conclusions arrived at, finally or tentatively, before the report has been presented to the House.

(2) Whenever a paper or document, marked 'secret' or 'confidential' is circulated to the Members of the Committee, the contents of such paper or document shall not be divulged by any Member either in the minute of dissent or on the floor of the House, or otherwise, without the permission of the Speaker; and where such permission has been obtained, any restriction imposed by the Speaker in regard to the manner in which, or the extent to which, the information contained in the document may be divulged, shall be strictly observed.

*Procedure
regarding sub-
Committees.*

50. (1) If a Committee appoints a sub-Committee to consider special points under Rule 204 (1), the report of the sub-Committee duly signed by the Chairperson on behalf of the sub-Committee shall be submitted within the prescribed period and copies of the same shall be made available to all Members of the Committee before they meet to consider the report of the sub-Committee.

(2) The Chairperson of the Committee shall appoint the Chairperson of the sub-Committee.

(3) The procedure in the sub-Committee shall, as far as practicable, be the same as is followed in the whole Committee.

*Evidence of
experts and
interested
parties.*

51. (1) A Committee may take evidence of experts or interested parties on their own initiative or on requests made.

(2) The witnesses who express their desire to appear before the Committee shall supply a sufficient number of copies of written memorandum for circulation to the Members of the Committee who may consider the same at their sitting and then decide whether such witnesses should be called to appear before the Committee

*Evidence liable
to be treated
as public.*

52. When witnesses appear before a Committee to give evidence, the Chairperson shall make it clear to the witnesses that their evidence shall be treated as public and is liable to be published, unless they specifically desire that all or any part of the evidence given by them is to be treated as confidential. It shall, however, be explained to the witnesses that even though they might desire their evidence to be treated as confidential, such evidence is liable to be made available to the Members of the Assembly.

*Evidence of
officials of
Government
and
undertakings.*

53. (1) Where a Department or Undertaking is required to give evidence before a Committee on any matter, the Department or Undertaking shall be represented by the senior most Secretary of the Department or the Head of the Undertaking, as the case may be:

Provided that the Chairperson of the Committee may, on a request being made on this behalf by the senior most Secretary of the Department or the Head of the Undertaking, as the case may be, permit any other senior officer to represent the Department or Undertaking before the Committee.

(2) The Committee may require the Department or Undertaking to furnish to the Assembly Secretariat a sufficient number of copies of any memorandum containing its views on the matter under discussion for circulation to Members of the Committee in advance of the date on which the representative of the Department or Undertaking has to give evidence before the Committee.

(3) A 'resume' of the evidence given by the representative of the Department or Undertaking may be embodied in or appended to the minutes of the sittings.

*Consideration
of memoranda
supplied by
witnesses.*

54. A Committee shall, in the first instance, consider the memoranda supplied by the witnesses, when copies are circulated to all the Members of the Committee, and the nature of questions that may be asked of the witnesses shall be for clarification of any points included in their memoranda or any other fresh point arising out of the discussion.

*Mode of
examination of
witnesses.*

55. (1) The Chairperson may first ask any question and thereafter may call other Members, one by one, to ask questions.

(2) Witnesses may, with the permission of the Chairperson, place before the Committee any other relevant information which has not been already placed before the Committee.

*Expunction
from
documents
presented to
Committees.*

56. (1) If in the opinion of the Chairperson, a document such as representation, memorandum etc. presented to a Committee contains words, phrases or expressions which are unparliamentary, irrelevant or are not couched in respectful, decorous and temperate language, or are otherwise inappropriate, the Chairperson may order such words, phrases or expressions to be expunged from such document.

(2) Notwithstanding anything contained in clause (1), the Speaker shall have the power to order expunctions in like circumstances or to review all decisions regarding expunction from such documents and the decision of the Speaker thereon shall be final.

***Verbatim
proceedings.***

57. (1) Verbatim proceedings of a Committee shall be treated as confidential and shall not be made available to anyone without the orders of the Speaker.

(2) Relevant portions of the verbatim proceedings of the sitting, at which evidence has been given, shall be forwarded to the witnesses concerned for confirmation and return by a date fixed by the Assembly Secretariat. If corrected copies of the proceedings are not received back by the specified date, the reporter's copy may be treated as authentic.

(3) Corrections in the verbatim proceedings, if any, shall be made neatly and legibly by the witness in ink and one's own handwriting and shall be confined to correction of inaccuracies which may have occurred in the process of reporting and not for the purpose of improving their literary form or altering their substance by additions and deletions.

Minutes.

58. (1) The decisions of a Committee shall be recorded briefly in the minutes of the Committee.

(2) The draft minutes shall be prepared by the Assembly Secretariat and approved by the Chairperson.

(3) The minutes of each sitting may be circulated to Members of the Committee. Relevant extract therefrom may also be circulated to any Department or Officer, if considered necessary.

(4) If any Member desires any alterations in the minutes on the ground that they are not in conformity with the decision arrived at, the matter shall be referred to at the next sitting of the Committee and the decision of the Committee taken thereon shall be incorporated in the minutes of the sitting.

(5) Until the minutes are presented to the House, they shall be treated as confidential.

Laying of minutes.

59. (1) After the minutes of a sitting or sittings of a Committee have been approved by the Chairperson, or in the absence of the Chairperson, by the Member of the Committee who presided at the sitting, or sittings, as the case may be, an authenticated copy thereof may be laid on the Table of the House

(2) An entry shall be made in the list of business for the day regarding the laying of the minutes on the Table.

(3) The Chairperson or a Member of the Committee shall, while laying the minutes on the Table, confine oneself to a statement in the following form: —

‘Madam/Sir, I beg to lay on the Table of the House the minutes of the Sitting (or Sitzings) of the Committee on held on’

Reports.

60. (1) A Committee shall present reports to the House or to the Speaker, as the case may be, from time to time.

(2) The draft of the report shall be prepared by the Assembly Secretariat and may be placed before the Committee after it is approved by the Chairperson.

***Circulation
and
consideration
of draft reports.***

61. (1) The Chairperson of a Committee may direct that the copies of the draft report together with any other documents connected therewith be circulated amongst the Members of the Committee before the date fixed for the consideration of the draft report.

(2) On the date fixed for the consideration of the draft report, the Chairperson shall read

out the draft report, paragraph by paragraph, putting the question to the Committee at the end of each paragraph, 'That the paragraph do stand part of the report'. A Member objecting to any portion of the report, not being in conformity with the decisions arrived at, shall propose amendment to bring it in line with the decisions. The amendment, if accepted, shall be incorporated in the said paragraph.

*Mention in
report and
circulation of
evidence.*

62. (1) A Committee may mention in the report, wherever necessary, the fact that evidence was given before it.

(2) The record of evidence, if so decided by the Committee, may be printed and copies thereof circulated to all Members of the House.

*Signing of
report of
Committee.*

63. The Chairperson or in the absence of Chairperson another Member chosen by the Committee under Rule 198(3) or proviso to Rule 218(3), as the case may be, shall sign the report on behalf of the Committee.

***Presentation of
report of
Committee to
Speaker when
House is not in
session.***

64. (1) Ordinarily the report of a Committee shall be presented to the House, but in case the Committee complete their report when the House is not in session, the Chairperson of the Committee may present it to the Speaker.

(2) The Speaker may under the provisions of Rule 221 order the printing, publication or circulation of the report before it is presented to the House.

(3) Where a report is presented to the Speaker or where its printing, publication or circulation have been ordered by the Speaker, the fact shall be notified in Bulletin-Part II.

(4) The Speaker may, if so requested by the Committee, direct that matters of factual nature, or patent errors may be corrected in the report presented to the Speaker by a Committee, before the report is printed, published or circulated and later presented to the House.

(5) The report shall be presented to the House during the next session at the first convenient opportunity by the Chairperson or in the absence of Chairperson by a Member of the Committee. While presenting the report, the Chairperson or in the absence of Chairperson, the Member presenting the

report shall confine oneself to a brief statement to the effect that the report was presented to the Speaker when the House was not in session and that orders for its printing, publication or circulation were given by the Speaker under Rule 221.

(6) Where the Assembly is dissolved after the presentation of the report to the Speaker and before the presentation of the report to the House, the report shall be laid by the Principal Secretary on the Table of the new House at the first convenient opportunity. While laying the report, the Principal Secretary shall make a statement to the effect that the report was presented to the Speaker of the preceding Assembly before its dissolution and if it was ordered by the Speaker that the report be printed, published or circulated under Rule 221, the Principal Secretary shall also report that fact to the House.

***Correction of
patent error or
factual matters
in reports.***

65. The Chairperson of a Committee/sub-Committee shall have power to correct patent errors or matters of factual nature in the report adopted by the Committee/sub-Committee, before its presentation to the House/Speaker or whole Committee, as the case may be.

***Printing and
circulation of
reports.***

66. (1) The report, together with the documents connected therewith, if any, shall be printed before or after presentation to the House or the Speaker, as the case may be.

(2) Until the report is presented to the House, it shall be treated as confidential.

(3) As soon as possible after presentation of the report to the House, printed copies of the report shall be circulated to Members of the Assembly and the Departments of the Government of Assam and to such other persons, authorities etc. as may be determined from time to time.

**STUDY TOURS OF LEGISLATURE
COMMITTEES**

***Procedure
regarding
study tours.***

67. (1) A brief report of the study tour shall be submitted to the Principal Secretary by the accompanying officers-in-charge of the Legislature Committee immediately after return from the study tours within/ outside the State for appraisal of the Speaker.

(2) At least one-third of the total number of the Members of the Committee must accompany the study tours within or outside the State.

(3) All study tours of the Committees shall start and end at Dispur.

(4) A Committee shall not undertake a study tour more than once during any year outside the State.

(5) All the Members of the Committees accompanying the study tour inside or outside the State shall visit all the proposed destinations fixed in its itinerary with the Committee. No Member shall be allowed to leave the visiting Committee in the midway of its itinerary except in exigencies.

(6) The Members who have already conveyed their willingness to accompany the Committee in the proposed study tour but are unable to undertake the tour in case of any exigencies shall inform the Principal Secretary or officer-in-charge of the Committee at least two days ahead of the departure from Dispur to avoid inconvenience.

***Quorum in
Committees.***

68. (1). For determining quorum to constitute a sitting of an Assembly Committee under Rule 200, the total number of Members means the total number of Members including vacancies.

(2) For determining quorum to constitute a sitting of a Departmentally Related Standing Committee under Rule 200, the total number of Members of the Committee shall be taken as thirteen.

GENERAL DIRECTIONS

Procedure for giving notices.

69. (1) Every notice should be clearly written and readable.

(2) Prescribed forms for various purposes are available in the Notice Office. Members may collect the forms required by them from the Notice Office.

(3) It is open to a Member to give notices before making and subscribing an oath or affirmation and taking seat in the House but she/he cannot exercise any of her/his functions as a Member in the House, that is to say, she/he cannot ask a question or move a Motion or Resolution etc. unless she/he has made an oath or affirmation and taken her/his seat in the House.

Notices of amendments to Bills or Resolutions.

70. (1) Notices of amendments to a Bill or a Resolution/Motion may be given by Members in advance of the inclusion of the relevant item in the list of business.

(2) If a Member, subsequent to giving notice in writing in respect of any matter under the Rules, is appointed a Minister, such notice shall be treated as having lapsed from the date of such appointment.

*Procedure for
giving notices
of special
Motions,
Motions and
short duration
discussions.*

71. (1) Notices of Motions under Rule 130A or 131A and Short Duration Discussions under Rule 50 shall be accepted from the date following the date of issue of summons for a session.

(2) Such notices regarding statements to be made in the House by Ministers or statements, reports or papers to be laid on the Table shall be accepted from 8.30 am on the day the list of business, wherein the item has been included, is circulated to Members.

MOTIONS AND SHORT DURATION DISCUSSIONS

*Limit on
number of
Motions and
Short Duration
Discussions by
a Member in a
session.*

72. Unless the Speaker otherwise directs, the Motions and Short Duration Discussions shall be arranged in such a way that no Member moves or raises more than two of these during a session.

MISTAKE OR INACCURACY IN STATEMENTS MADE IN THE HOUSE

*Procedure for
Ministers
correcting a
mistake or
inaccuracy
in statements
made
in debate.*

73. (1) A Minister wishing to correct a mistake or inaccuracy in the information given by such Minister during a debate may make a statement in the House correcting such mistake or inaccuracy with the consent of the Speaker.

(2) The procedure for making such a statement shall be *mutatis mutandis* the same as laid down in Direction 13.

*Procedure for
pointing out
mistake or in
accuracy in
statements
made
by Ministers or
Members.*

74. (1) A Member wishing to point out any mistake or inaccuracy in a statement made by a Minister or any other Member shall, before referring to the matter in the House, write to the Speaker pointing out the particulars of the mistake or inaccuracy and seek the permission of the Speaker to raise the matter in the House.

(2) The Member may place before the Speaker such evidence as that Member may have in support of the allegation.

(3) The Speaker, if thinks fit, may bring the matter to the notice of the Minister or the Member concerned for the purpose of ascertaining the factual position in regard to the allegation made.

(4) The Speaker may then, if thinks necessary, permit the Member who made the allegation to raise the matter in the House and the Member so permitted shall, before making the statement, inform the Minister or the Member concerned.

(5) The Minister or the Member concerned may make a statement in reply with the permission of the Speaker and after having informed the other Member concerned.

(6) The item regarding statement to be made by the Member and the statement to be made by the Minister in reply thereto shall not be put down in the list of business unless copies thereof have been submitted in writing to the Speaker sufficiently in advance and the Speaker has approved them. Words, phrases and expressions which are not in the statements as approved by the Speaker, if spoken, shall not form part of the proceedings of the House.

METHODS FOR PARTICIPATION IN DEBATE

*Methods for
participation
in debate and
selection of
Speakers.*

75. (1) Any one of the following three methods may be adopted by Members who desire to notify the Speaker of their intention to take part in a debate or discussion:-

(a) The names of Members who wish to participate in a particular debate or discussion may be supplied to the Speaker by the Legislature Parties or Groups.

(b) A Member who prefers to write directly to the Speaker may do so without having to go through the machinery of the Legislature Party or Group.

(c) A Member who may not like to give her/his name to the Speaker through her/his Party or to write direct to the Speaker but wishes to adopt the well-known parliamentary practice of catching the Speaker's eye may stand in her/his seat whenever she/he wishes to take part in a debate.

(2) Unless a Member rises in her/his seat and catches the Speaker's eye, the Member shall not be called upon by the Speaker to speak, irrespective of whether that Member has sent her/his name through her/his Party or Group or written directly to the Speaker.

(3) The Speaker shall not be bound by the lists or order in which names have been given by the Parties or Groups or individuals directly. The lists shall be for guidance only and it shall always be open to the Speaker to make changes whenever necessary in order that the debates are regulated in accordance with the general principles laid down by the Speaker from time to time.

(4) If a Member speaks without being called by the Speaker to speak or continues to speak despite the directions to conclude the speech forthwith, the Speaker may direct that such speech or portions thereof, as the case may be, shall not form part of the proceedings of the House.

***Personal
explanation by
Member.***

76. No Member shall be permitted to make a statement by way of personal explanation under Rule 282 unless a copy thereof has been submitted in writing by the Member to the Speaker sufficiently in advance and the Speaker has approved it. Words, phrases and expressions which are not in the statement approved by the Speaker, if spoken, shall not form part of the proceedings of the House.

**PAPERS TO BE LAID ON THE
TABLE**

***Entry in list of
business.***

77. (1) An entry shall be made in the list of business in respect of every paper or document which is received from a Minister duly authenticated for laying on the Table of the House.

(2) Papers to be laid on the Table shall ordinarily be sent by the Departments two days in advance of the day on which the papers are proposed to be laid. In special

circumstances, however, the Speaker may, on request, permit a Minister to lay a paper on the Table at shorter notice.

*Laying of
papers by
Private
Members.*

78. A Private Member may lay a paper on the Table of the House when that Member is authorised to do so by the Speaker.

*Procedure
for laying
of papers
by Private
Members.*

79. (1) If a Private Member desires to lay a paper or document on the Table of the House, the Member shall supply a copy thereof to the Speaker in advance so as to enable the Speaker to decide whether permission should be given to lay the paper or document on the Table. If the Speaker permits the Member to lay the paper or document on the Table, the Member may at the appropriate time lay it on the Table.

(2) If a Private Member, in the course of making the speech wishes to quote from a secret Government document, paper or report, that Member shall supply a copy thereof in advance to the Speaker and also indicate the portions thereof which the Member wishes to quote in order to enable

the Speaker to decide whether permission should be given. If the Speaker permits the Member to quote from the document, the Member may do so at the appropriate time. If the Speaker does not accord the necessary permission, the Member shall not quote from the document nor refer to its contents.

(3) (i) A paper or document sought to be laid on the Table by a Private Member may be considered for laying on the Table only if the Member has quoted therefrom. The Member seeking to lay the same may hand it over at the Table but it shall not be deemed to have been laid on the Table unless the Speaker, after examination, accords the necessary permission.

(ii) If the Speaker does not accord the necessary permission, the paper or document shall be returned to the Member and the fact indicated in the printed Debates.

***Authentication
of papers to be
laid by Private
Members.***

80. (1) When a Member seeks permission of the Speaker to lay a paper or document on the Table of the House under Direction 76, that Member shall record thereon a certificate in one of the following forms: —

(a) ‘I certify from my personal knowledge that this is the original document which is authentic.’

(b) 'I certify from my personal knowledge that this document is a true copy of the original which is authentic.'

(c) 'I certify that the contents of this document are correct and based on authentic information.'

(2) If the paper or document consists of more than one page, the Member shall put a signature with date on every page thereof.

STATEMENT BY MINISTER

*Advance
intimation
and copy of
statement by
Minister.*

81. A Minister desiring to make a statement in the House under Rule 55 shall intimate in advance the date on which the statement is proposed to be made and also send a copy of the statement to the Assembly Secretariat for the information of the Speaker.

Explanation — The statement shall pertain to a subject for which the Minister is responsible and shall be made to explain Government's policy in regard to a specific matter of public importance or topical interest.

ZERO HOUR

*Procedure
regarding Zero
Hour.*

82. (1) Unless the Speaker otherwise directs, no matter of public importance shall be permitted to be raised during Zero Hour if it has not occurred within three days prior to the day on which it is proposed to be raised.

(2) Not more than three such matters shall be allowed to be raised on any particular day.

(3) The Member desiring to raise such a matter shall give notice of her/his intention to the Speaker along with a copy of that notice to the Minister concerned at least one hour before the commencement of the sitting.

(4) The Speaker may, in her/his discretion, allow the Member to raise the matter and the concerned Minister may give a reply if required information is available with her/him, otherwise the reply shall be given by the Minister according to her/his convenience and the matter shall be treated as raised.

SPEAKER'S INITIATIVE

***Speaker's
initiative for
raising matters
on the last day
of the session.***

83. (1) Subject to the provisions of the Rules of Procedure and Conduct of Business in the Assembly, the Speaker may, in consultation with the Business Advisory Committee, allot any one day during every session for raising a discussion on a matter of serious and urgent nature which-(i) has sufficient socio-economic importance for the State; (ii) requires in-depth discussion; and (iii) deserves special attention of the House and the State Government, with a view to arrive at a broad consensus in finding concrete measures to

resolve the problems if such matter could not be discussed in the House during the session at length in a focussed manner in the usual course.

(2) Unless the Speaker otherwise directs, a Member or a group of Members desiring to raise a matter under clause (1), shall give at least seven clear days' notice in writing to the Principal Secretary stating clearly and precisely the reasons for raising the matter.

(3) The Speaker, in consultation with the Leader of the House and the Leader of the Opposition, shall select one subject matter for raising discussion in the House. The notice containing the subject matter after selection by the Speaker shall be circulated by the Principal Secretary to all the Members at least three clear days before the day on which the discussion is to take place.

(4) A Member whose notice has been selected for raising the discussion shall be called by the Speaker to raise the matter at the appointed hour and the Member thereupon shall make her/his speech for such time as may be fixed by the Speaker.

(5) Unless the Speaker otherwise directs, there shall be no agenda on that day except the agenda of the discussion on the matter proposed to be raised by the Member/ Members.

(6) There shall be no formal Motion before the House nor voting. The discussion shall not be in the nature of seeking information from the Government but shall aim at elucidation of the issues involved and draw attention of the House and the Government for taking effective and practicable measures for arriving at a solution.

(7) Any Member who has previously intimated to the Speaker may be permitted to take part in the discussion.

(8) No Member shall speak anything which is abusive of any political line. The speeches shall be confined to be constructive, suggestive and expressive of creating public awareness in a congenial atmosphere to make the discussion meaningful. Members taking part in the discussion are expected to analyse the existing legal provisions affecting the matter under discussion and suggest amendments or new legislations required, if any, for finding out concrete measures to deal with the issues involved.

(9) At the end of the discussion, the Government may make a statement. However, a detailed statement shall be submitted to the Speaker within ninety days from the date of discussion, which shall be circulated to the Members.

RECOGNITION OF AND FACILITIES TO LEGISLATURE PARTIES AND GROUPS

Recognition of Party or Group.

84. The Speaker may recognize an association of Members as a Legislature Party or Group for the purpose of functioning in the House and her/his decision shall be final.

Conditions for recognition.

85. In recognizing a Legislature Party or Group, the Speaker shall take into consideration the following principles:

(i) An association of Members who propose to form a Legislature Party -

(a) shall have announced at the time of the general elections a distinct ideology and programme of work on which they have been returned to the House;

(b) shall have an organization both inside and outside the House; and

(c) shall have at least a strength equal to the quorum fixed to constitute a sitting of the House, that is, one-tenth of the total number of Members of the House.

(ii) An association of Members to form a Legislature Group shall satisfy the conditions specified in part (a) and (b) of clause (i) and shall have at least a strength of 5 Members.

***Facilities to
Parties and
Groups.***

86. (1) The Speaker may grant the following facilities to a party in the House, namely: -

(a) allotment of blocks of seats in the House in proportion to the strength of the party if such arrangement becomes feasible;

(b) allotment of a room in the Assembly premises for the work of the party in connection with the business of the House if the party has strength of not less than 5 elected Members;

(c) nomination to a Legislature Committee in proportion to the strength of the Party;

(d) submission to the Speaker of the names of party Members for selection to be called to speak in debates; and

(e) consultation, where necessary, in the matter of arrangement of business of the House or any other important matter coming before the House.

(2) The Speaker may grant such of the facilities specified in this Direction as she/he may deem fit or feasible to a Legislature Group having a strength of less than that required for giving recognition to a Legislature party but more than 5 Members.

(3) The Speaker's decision in regard to the granting of facilities to a Legislature Party or a Group shall be final.

*Precincts of
the House and
Assembly
premises.*

87. The term ‘precincts of the House’ used in the Rules shall, except for the purposes of Rule 298, include in addition to places specified in Rule 2, the following places in Assembly premises: —

- (i) The Central Hall;
- (ii) Members’ Waiting Rooms;
- (iii) Committee Rooms;
- (iv) Members’ Refreshment Rooms;
- (v) Ministers’ Chambers located in Assembly, Assembly offices including reception offices located besides the Assembly and in the Assembly Annexe;
- (vi) Corridors and passages connecting or leading to the various rooms referred to above; and
- (vii) Assembly premises and approaches to the Assembly and Assembly Annexe.

Explanation — ‘Assembly premises’ means all buildings, including Assembly Annexe, Assembly Hostels, structures, installations, lawns and vacant land adjoining Assembly House from Gate No.7 to Gate No.18 (Main Gate), which are under the control of the Speaker.

*Treatment of
papers and
documents
received from
Departments
etc. for
circulation to
Members.*

88. (1) The Assembly Secretariat may circulate to Members, either at their residence or within the Assembly premises, papers, documents and reports received for circulation to Members from the Departments of the Government of Assam:

Provided that the Assembly Secretariat shall not undertake circulation of a paper, document or report marked 'Confidential' or 'Secret', unless it is meant for the Members of an Assembly Committee and is connected with their business:

Provided further that the Speaker, if thinks fit, may direct that a paper, document or report forwarded to the Assembly Secretariat for circulation to Members may not be circulated.

Explanation — For the purposes of this Direction, the expression 'paper' includes invitations received from the Governor, Chief Minister, Ministers and Departments of the Government of Assam for circulation to Members to attend any function organised by them.

(2) The Assembly Secretariat shall not undertake circulation of any paper, document, report or other material received direct from:

- (a) State Governments;
- (b) Foreign Missions;
- (c) Private bodies or individuals; and

(d) Members of Assam Legislative Assembly, unless the papers received from them are connected with the business of the House.

***Maintenance
of order within
the precincts of
the House.***

89. (1) The Principal Secretary shall be responsible for maintaining order within the precincts of the House and shall take all necessary steps to ensure that no obstruction or hindrance is caused to Members of the Assembly in that area, in coming to, or going from, the House.

(2) In order to keep the area and passages within the precincts of the House free and open for Members of the Assembly without any obstruction or hindrance, the following activities are prohibited within the area of Assembly premises: -

- (i) holding of any public meeting;
- (ii) assembly of five or more persons;
- (iii) carrying of firearms, banners, placards, *lathies*, spears, swords, sticks, brickbats, etc.;
- (iv) shouting of slogans;
- (v) making of speeches;
- (vi) processions or demonstrations;
- (vii) picketing or dharna; and
- (viii) any other activity or conduct which may cause or tend to cause any obstruction or hindrance to Members of Assam Legislative Assembly.

SCHEDULE
[See Direction No. 35]
ASSAM ASSEMBLY SECRETARIAT
Dispur, the20.....

From

(Name and designation)

Assam Assembly Secretariat

Dispur, Guwahati.

To

Smt./Kumari/Shri.....

Subject:

Madam/Sir,

I am directed to acknowledge receipt of your petition dated the on the above subject.

Yours faithfully,