

No. 12(1)/2017-Parliament
Government of India
Ministry of Micro, Small and Medium Enterprises
Office of the Development Commissioner (MSME)

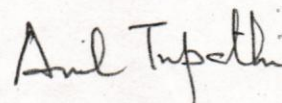
Nirman Bhawan,
New Delhi, the 2nd July, 2020

Office Memorandum

Subject:-Facilitating electronic access of the documents/Papers laid on Table of House ,
Lok Sabha - regarding.

The undersigned is directed to forward herewith a copy of the Lok Sabha Secretariat's OM No. LAFEAS CBII 067/8/2020 CB-II, dated 1st July, 2020 alongwith OM No. LAFEAS-CBII067/4/2020CBII, dated 4th March, 2020 on the subject mentioned above for information and strict compliance.

Encls: As above.



(Anil Tripathi)
Director (Parliament)
Tel-23062221

All officers of Ministry of MSME (Main) and Office of DC (MSME)

Copy for information to:-

1. PPS to Secretary (MSME), Ministry of MSME
2. PS to AS&DC (MSME), O/o DC(MSME)
- ✓ 3. SENETE Division –For uploading of the circulars

LOK SABHA SECRETARIAT

Parliamentary Matter
Most Urgent/Out Today

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-11 0001

COMMITTEE BRANCH - II
(Committee on Papers Laid on the Table)

No. LAFEAS CBII 067/8 /2020CB-II

01 July, 2020

OFFICE MEMORANDUM

Subject : Facilitating electronic access of the documents/papers laid on the Table of the House.

The undersigned is directed to refer to this Secretariat OM No. LAFEASCB-II/ 67/4 /2020CB-II dated 04.03.2020(copy enclosed) wherein it was requested that as soon as the Reports were laid on the Table of the House, a letter to the effect that it has been laid on the Table of the House be sent to this Secretariat **through an email id: committee-br2@sansad.nic.in**. The Ministries/Departments were also requested that all Papers/Reports after the laying on the Table of the House, should be uploaded immediately, on their website and their links were to be provided to the Secretariat without any delay.

2. However, it has been observed that **only** some of the organisations have complied with the above Directions. It has, therefore, been decided that soft copies of all Papers (Annual Reports, Audited Accounts, Review Statement, Delay Statement etc.) to be laid on the Table of the House should be provided to this Secretariat at email id: committee-br2@sansad.nic.in.

3. All Ministries/Departments are also requested to arrange to upload the Papers/Reports of the respective organizations which are under their administrative control in digital pdf. format and link to this effect must be provided to this Secretariat **at the email mentioned above.**

This may be treated as most urgent.

Kushal Sarkar
(KUSHAL SARKAR)

DIRECTOR

Ph. 23035833/23035713

Encls: As above

To

All Ministries/Departments of Govt. of India

LOK SABHA SECRETARIAT

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COMMITTEE BRANCH -II
(Committee on Papers Laid on the Table)Room No. 013, B-Block,
PARLIAMENT HOUSE ANNEX EXTN...
NEW DELHI-110001

FEAS-CBII067/4/2020-CBII

Dated : 04th March, 2020OFFICE MEMORANDUM

: Facilitating electronic access of the documents/ Papers laid on the Table of the House, Lok Sabha – reg.

The undersigned is directed to state that the Committee on Papers Laid on the Table of the House has the Reports of following types of Organizations on the aspect of delay in laying on the Table of the House.

- Statutory/Autonomous Organizations;*
1) *Public Undertakings/ Subordinate Organizations;*
2) *Corporations/ Joint Ventures/ Societies;*
3) *Private and Voluntary Organizations, etc.*

As per the present practice, once a Minister lays on the Table of the House Reports of above types, physical copies of the Reports (both English and Hindi versions) are made available to the Secretariat.

Lok Sabha Secretariat is taking a lot of initiatives to make the Secretariat a paperless organization.

Accordingly, it has been decided that henceforth, physical copies of Reports which are laid by the Committee on Papers Laid on the Table need not be sent to the Secretariat. Only an authenticated copy of Report before laying on the Table of the House be sent.

As soon as the Reports are laid on the Table of the House a letter to the effect that the Reports are laid on the Table of the House, may be sent through an email id: **committee@nsad.nic.in**. The Ministries are also requested to ensure that as soon as the Reports are laid on the Table of the House, the same are uploaded on their websites and the link is to be provided to this Secretariat immediately.

All Ministries/ Departments may keep this in view before sending copies of Reports from the start of the Budget Session 2020 for not sending physical copies of the Report except one authenticated copy of Report to the Table Office of Lok Sabha Secretariat.

B. Srinivasa Prabhu
(B. Srinivasa Prabhu)
Joint Secretary
23034049/23035713

To
All Ministries/ Departments