

RULES OF PROCEDURE

RULES AND PROCEDURE:

1. SEATING OF THE MEMBERS

The layout of the AIPPM chamber should resemble, as closely as possible, the layout of the Lok Sabha.

Members representing the ruling coalition or government shall sit on the right side of the dais, while members from the opposition and other alliances shall sit on the left. Both sides should be approximately equal in number.

2. LANGUAGE

The AIPPM is a bilingual committee — both Hindi and English are permitted. However, each speech must be delivered in only one language at a time. Members should avoid switching between languages within a single speech or debate. But for the common good of everyone, the English language would be encouraged more.

3. PROCEDURE

The following procedural order shall be followed during the three-day session of the AIPPM:

- a) National Anthem
- b) Oath of the Chairperson
- c) Statements by Members
- d) Discussion Hour
- e) Question Hour
- f) Zero Hour
- g) Introduction of Bills
- h) Reading of Bills (Discussion and Amendments)
- i) Voting (Simple Majority)

Note:

- An informal session or adjournment of up to 15 minutes may be permitted at the sole discretion of the Chair.
- If there are no new bills to be introduced, the house shall return to the Discussion Hour.
- The Chairperson has the authority to begin the second day from any point of procedure as necessary, provided that it is announced at the end of Day 1.
- The Chairperson retains the right to modify or implement any procedure required for the effective functioning of the house.

4. OATH OR AFFIRMATION

A newly appointed member of the AIPPM must take an oath or affirmation at the beginning of the session in the following format:

“I, _____, having been elected (or nominated) a member of the All India Political Parties Meet, do swear in the name of God/solemnly affirm that I will bear true faith and allegiance to the Constitution of India as established by law, uphold the sovereignty and integrity of India, and faithfully discharge the duties upon which I am about to enter.”

5. STATEMENTS FROM THE HOUSE

Once quorum is established, the Chairperson shall invite members to deliver statements. A total of eight members (four from the government side and four from the opposition) will be given the floor. The Leader of the House will be the first speaker by default, while the Leader of the Opposition will be the last. They may, however, transfer their speaking rights to another member if desired.

The remaining six speakers will be selected at the discretion of the Chair. Each member will have a maximum of **two minutes** to deliver their statement.

Agendas for Discussion Hour may be submitted once the first two statements have been made.

Note: All parliamentary points, including points of information, are allowed during this time.

6. DISCUSSION HOUR

The Discussion Hour allows members to debate sub-agendas or pressing issues of national importance.

Each discussion can last up to **30 minutes**, and the total time for all discussions shall not exceed one hour.

Agendas must be submitted to the Chair before the start of Discussion Hour. The Chair shall arrange them in chronological order, giving priority to the first agenda received.

The Chairperson may reject any agenda deemed irrelevant but must inform the concerned MP, who may submit a written justification for reconsideration.

An agenda must receive the support of **at least 1/5th of the members** to be taken up for debate. Upon receiving sufficient seconds, it will be put to a **simple majority vote** through placard voting.

Note: All points except points of information are allowed during this time.

7. QUESTION HOUR

During Question Hour (lasting one hour after Discussion Hour), members may pose questions to one another regarding the main agenda or national issues.

Questions must be submitted in writing to the Chairperson before Question Hour begins.

- **Starred Questions:** Require oral answers.
- **Unstarred Questions:** Require written answers.

A member may ask a supplementary question with the Chair's permission after receiving an answer to a starred question.

Each MP may send up to **20 questions per day**, with a limit of **2 starred** and **20 unstarred questions** per recipient MP.

The Chairperson may convert starred questions into unstarred ones or reject them if necessary.

Questions must be concise, factual, non-defamatory, and within 150 words. They should not seek opinions, raise hypothetical scenarios, or involve personal allegations.

Note: All points except points of information are allowed during Question Hour.

8. ZERO HOUR

Zero Hour begins immediately after Question Hour.

Members may raise any issue related to the agenda or urgent national matters without prior written notice.

The Chairperson will select speakers at their discretion.

The government is not obligated to respond, but is expected to address key issues raised.

Note: All points except points of information are allowed during Zero Hour.

9. CALLING ATTENTION NOTICE

The Calling Attention Notice allows members to draw attention to matters of urgent public importance.

A written notice must be submitted to the Chairperson, who may schedule it between two procedural sessions (e.g., between Discussion and Question Hour). In emergencies, it may be taken up immediately.

Procedure:

The concerned member rises and says:

“I call the attention of the Minister of _____ to the following matter of public importance and request that they make a statement thereon.”

The concerned Minister then provides a statement, after which clarificatory questions may be asked. Once the Minister gives a consolidated response, no further discussion will be entertained.

10. ADJOURNMENT MOTION (OPTIONAL)

An Adjournment Motion may be introduced to discuss an issue of **urgent national importance** that significantly affects public interest or national safety.

To be admissible, the issue must be:

1. Specific,
2. Urgent, and
3. Of public importance.

11. NO-CONFIDENCE MOTION (OPTIONAL)

The Council of Ministers remains in office only while it enjoys the confidence of the AIPPM.

A **No-Confidence Motion** cannot be introduced before the **second day** of the committee. The member wishing to introduce it must first seek permission from the Chair.

The motion requires support from **at least 40 members** to be admitted. After speeches from both sides, the Prime Minister (or Leader of the House) shall respond to the charges. The mover of the motion has the right to reply before voting.

The motion is passed or defeated by **simple majority vote**.

12. PRIVILEGE MOTION

A Privilege Motion may be raised when a Minister is accused of withholding or misrepresenting facts, thereby breaching the privilege of the House.

The Minister is given a chance to respond, followed by supplementary questions from the member who raised the motion.

13. ANTI-DEFECTION LAW / MOTION

If a member votes or abstains against their party's directive without written permission, they may be disqualified under the **Anti-Defection Law**, upon a request to the Chairperson by the party leader or any authorized member.

For single-member parties, the Chairperson has the discretion to decide the matter.

14. LEGISLATIVE BUSINESS

Law-making is a key function of the AIPPM. Legislative proposals are introduced as **Bills**, either as **Government Bills** (introduced by Ministers) or **Private Members' Bills** (introduced by non-minister MPs).

Each Bill goes through **three readings**:

1. **First Reading:**
Motion for permission to introduce the Bill.
2. **Second Reading:**
 - Stage 1: General discussion on the Bill's principles.
 - Stage 2: Clause-by-clause consideration and amendments.

After the introduction, the Minister moves:

“Sir/Madam, I beg to move that the Bill be taken into consideration.”

Debate follows, then amendments (if any) are proposed and voted upon.

3. **Third Reading:**
The Minister moves that the Bill be passed. The Chair puts the motion to vote:

“The question is that the _____ Bill, 20__ be passed.”

A simple majority is required for ordinary Bills, and a two-thirds majority for constitutional amendments.

15. PRIVILEGES TO MEMBERS

The following points and permissions are recognized during all sessions, except when a member is speaking:

- **Permission to Raise a Motion:** Members may seek the Chair's consent to introduce motions.
- **Point of Inquiry:** To seek clarification on parliamentary procedure or conduct.
- **Point of Order:** To highlight procedural errors or factual inaccuracies.
- **Right to Reply:** To correct or respond to serious or false statements.
- **Point of Personal Privilege:** To address personal discomfort or misrepresentation.
- **Point of Information:** To question or clarify a statement made by another member.

IMPORTANT GUIDELINES

1. Dress code: Strictly **Indian or Western formals** (Indian attire is encouraged).
2. **Laptops, tablets, and phones** are allowed, but **internet use is prohibited** inside the House.
3. Members must show the **highest respect to the Chair**, follow all directions, and trust in the Chair's impartiality.
4. Members may **tap desks** to show agreement.
5. Any statement **targeting a particular religion or community** is strictly prohibited. Violation will result in **temporary expulsion (10 minutes)** from the House.

