

Domestic Training Programme on **Parliamentary Procedures** **(26-27 April 2022)**



For Officers Working in Ministries/Departments,
Autonomous Bodies and PSUs under the
Central Government.



PARI TRAINING INSTITUTE

ABOUT PARI



NEW DELHI

PARI Training Institute was established in November 2017 with a view to undertaking meaningful research on parliamentary and administrative issues in India and provide capacity building courses on Parliamentary Procedures, Public Policy Management, Public Health Policy Administration, Mental Health Management, Anti-Corruption and Vigilance Management, Preventive Vigilance, Gender Sensitisation in the workplace, Soft Skills, Raj Bhasha, VIP Protocols and Privileges, Interior Security, Cyber Security etc. which enable the stakeholders to build their capacity and be efficient in public service. The capacity building courses are tailor-made for officers of the Ministries/Departments, Autonomous bodies, and PSUs under the central government. So far over 100 ministries/departments/autonomous bodies/PSUs have nominated their officers to the various courses organised by PARI. We are proud to share that over 1000 government officers have attended various domestic and international courses organised so far by PARI, and all are happy alumnus of PARI Training Institute.

Course Schedule (26-27 April 2022)

TIME	LECTURES	TOPICS
DAY ONE (10.15 am to 3.30 pm) 26 APRIL 2022 (Tuesday)	Lecture 1	Parliamentary Terminologies
	Lecture 2	Parliamentary Questions and Drafting of Answers
	Lecture 3	Raising matters of Public Importance through Parliamentary Devices
DAY TWO (10.30 am to 5.30 pm) 27 APRIL 2022 (Wednesday)	Lecture 1	Parliamentary Assurances & Law Making Process
	Lecture 2	Papers Laid on the Tables of Lok Sabha/Rajya Sabha and Protocol for MPs and MLAs
	Lecture 3	Study visits of Parliamentary Committees and appearing before it; Parliamentary Privileges and Protocols
	Lecture 4	Liaison with the Parliament: A Practical Approach
	Lecture 5	General Interaction, Valediction and Certificate Distribution

***Last date of sending nomination along with fees is 15 April 2022.**

Guest Faculty



Shri J. Sundriyal
Joint Secretary,
Rajya Sabha
Secretariat

He is looking after a Department-related Parliamentary Committee on Health & Family Welfare, Committee on Coordination, Pay & Accounts Office; Estt.(A/Cs) & Budget Section; All files dealing with financial matters involving expenditure beyond Rs.1 lakh; Finance Cell; and Members Salary & Allowances; He has also worked as PS to the Ministers in the NDA Government. Firstly with Sh. Manohar Joshi, who then went onto become Hon'ble Speaker, Lok Sabha. Then recently he was PS to Sh. Venkaiah Naidu, as Minister of Parliamentary Affairs who became Vice President. Thus, we can safely say that he is a King maker in Democracy.



Shri S. K. Tripathi
Joint Secretary,
Rajya Sabha

Shri S.K. Tripathi is currently working as Joint Secretary and Chief Vigilance Officer in the Rajya Sabha Secretariat, Parliament of India. He joined the Rajya Sabha Secretariat in the year 1985. Over the span of three decades he has been associated with legislative business as well as non-legislative business pertaining to the Council of States. He has been overseeing the work of three Parliamentary Committees namely; Committee of Privileges, Committee on Rules and Committee on Government Assurances. Also, he has been Faculty member in various courses/programme conducted by Institute of Constitutional & Parliamentary Studies and Rajya Sabha Secretariat on subjects of Legislative Drafting, Law making process, raising matters of urgent public importance, matters of breach of privileges etc.



Shri K. S. Nagi
Senior Parliamentary
Advisor, Ministry of
Health & Family Welfare

Sh. K.S.Nagi is an honorary faculty with the PARI. Sh. Nagi joined the Ministry of Health, Govt. of India in 1974. In 1979, he was inducted in the Parliament Section of the Ministry as Parliament Assistant. Since then he has been handling the Parliamentary work for the Ministry. He superannuated in 2011 as Deputy Secretary, Parliament and from the very next day he has been working as Advisor, Parliament in the Ministry of Health & Family Welfare. He is a storehouse of experience as far as parliamentary procedure and the role of the ministries in dealing with the Parliament is concerned.



Sh. Mukul Pande,
Advisor,
Rajya Sabha

He has over 41 years of experience of running the Parliament behind him. His expertise is mainly in Parliamentary Procedure of day to day running of the House i.e. Rajya Sabha.



Sh. S. Rangarajan,
Addl. Director,
Rajya Sabha

Shri S.Rangarajan is presently working as Additional Director in the Rajya Sabha Secretariat, Parliament of India, New Delhi. He joined the Rajya Sabha Secretariat in the year 1994. In the span of more than two decades he has wide and vast experience in handling the work in Administration, parliamentary committees, Questions, etc. At present he is in-charge of two Parliamentary committees namely Committee on Science & Technology, Environment and Forest and Committee on Papers laid on the Table.



Course Director, PARI
Shri S. Bal Shekar
 Former Secretary
 General,
 Lok Sabha, Parliament
 of India

Shri S. Bal Shekar has a rich experience of 33 years in the Administrative/ Executive/ Legislative/ Committee services in the Indian Parliament including being Chief of Protocol and Conference Branch involving event management and visits to various countries on conference duty as Secretary to Parliamentary delegations. He has rendered advice on various matters of Parliamentary practice and procedure to the Hon'ble Speaker and to the Lok Sabha. Being the head of the Lok Sabha Secretariat, he has handled all aspects of administrative work of the Secretariat consisting of about 3000 employees. He has been a permanent faculty member of the Bureau of Parliamentary Studies and Training, which is an institution under the Lok Sabha imparting training to members of parliament, speakers and officers of parliament from various countries all over the world. He has organized several international and national level conferences on parliamentary matters, apart from organizing various ceremonies and functions in the Central Hall of Parliament including arrangements for addresses by international dignitaries such as the U.S. President, etc.



Director, PARI
Dr. Narmadeshwar Prasad
 Ex. Addl. Director,
 Rajya Sabha,
 Parliament of India

Dr. Prasad is the founder Director of Parliamentary and Administrative Research Institute (PARI) in New Delhi. He has worked in different capacities in Rajya Sabha Secretariat for over 23 years. He has a vast experience in parliamentary procedures. He took VRS from his service in 2017 and founded Parliamentary and Administrative Research Institute (PARI) with a view to impart training to officers of the government, PSUs and Autonomous bodies under the central government. He has done M.A., M Phil and Ph.D. from the School of International Studies, Centre for International Politics, Organisation and Disarmament, Jawaharlal Nehru University, New Delhi.

Course Fee:
Rs. 15000 (+GST 18%) Per Participant

Note: the fees include training fee, Tea/Snax, working Lunches during the training period.

Special offer: For every 5 nominations the sixth nomination will be free.

Venue: 504, 5th Floor, Bhikaji Cama Bhawan, Bhikaji Cama Place, New Delhi-110066



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Shri Faguni Pandit: Ph. 8527275170

Fee Payment

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Our Client Organisations (Since November 2017)

GOVERNMENT OF INDIA

1. Ministry of Personnel, P.G. and Pensions, Department of Pension & Pensioners Welfare, New Delhi
2. Department of Personnel and Training (DoPT), New Delhi
3. Ministry of Tribal Affairs, New Delhi
4. Ministry of Earth Sciences, New Delhi
5. Ministry of Electronics and Information Technology, New Delhi
6. Ministry of Development of North Eastern Region, New Delhi
7. Department of Space, Bangalore
8. Department of Scientific and Industrial Research (DSIR), New Delhi
9. Ministry of Road Transport & Highways, New Delhi
10. Ministry of Communication (Department of Posts), New Delhi
11. Ministry of Health & Family Welfare, New Delhi
12. Ministry of Shipping, New Delhi
13. Ministry of Commerce & Industry, Department of Industrial Policy & Promotion, New Delhi
14. Department of Health Research, New Delhi
15. Ministry of Parliamentary Affairs, New Delhi
16. Ministry of Coal, New Delhi
17. Department of Revenue, Ministry of Finance, New Delhi
18. Ministry of Human Resource Development, New Delhi
19. Ministry of Tourism, New Delhi
20. Department of Youth Affairs, New Delhi
21. Department of Agricultural Research and Education, New Delhi
22. Ministry of Power, New Delhi
23. Indian Council of Medical Research, Department of Health, New Delhi
24. DRDO, Department of Defence Research, New Delhi
25. Department of Economic Affairs, Ministry of Finance, New Delhi
26. Department of Empowerment of Persons with Disabilities (Diyangan), Ministry of Social Justice, New Delhi
27. Ministry of Education, New Delhi
28. Department of Drinking Water & Sanitation, New Delhi.

PUBLIC SECTOR ENTERPRISES

1. National Aluminium Company (NALCO), Bhubaneswar
2. Bharat Heavy Electricals Limited (BHEL), New Delhi
3. Hindustan Aeronautics Limited (HAL), Bangalore
4. Central Coalfields Limited (CCL), Ranchi
5. South Eastern Coalfields Limited (SECL), Bilaspur
6. Mahanadi Coalfields Limited (MCL), Sambalpur
7. Western Coalfields Limited (WCL), Nagpur
8. Indian Bank, Chennai
9. RITES Limited, Gurugram
10. Telecommunications Consultants India Limited (TCIL), New Delhi
11. Oil & Natural Gas Corporation (ONGC), Dehradun

12. Ircon International Limited, New Delhi
13. National Highways Authority of India (NHAI), New Delhi
14. Indian Oil Corporation Ltd. (IOCL), New Delhi
15. Bharat Petroleum Corporation Ltd. (BPCL), Mumbai
16. Hindustan Petroleum Corporation Limited (HPCL), Mumbai
17. Dedicated Freight Corridor Corporation of India Ltd., New Delhi
18. Indian Farmers Fertiliser Cooperative (IFFCO), New Delhi
19. GAIL (India) Ltd., New Delhi
20. Oil India Limited
21. IREL (India) Limited, Mumbai
22. MMTC Limited, New Delhi
23. New Mangalore Port Trust, Mangalore, Karnataka
24. India Tourism Development Corp. Ltd., New Delhi
25. Biotechnology Industry Research Assistance Council (BIRAC), New Delhi
26. NLC India Limited, Neyveli, Tamilnadu
27. Balmer Lawrie & Co. Ltd., Kolkata

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16. Hindustan Petroleum Corporation Limited (HPCL), Mumbai
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19. GAIL (India) Ltd., New Delhi
20. Oil India Limited, Dulaijan, Assam
21. IREL (India) Limited, Mumbai
22. MMTC Limited, New Delhi
23. New Mangalore Port Trust, Mangalore, Karnataka
24. India Tourism Development Corp. Ltd., New Delhi
25. Biotechnology Industry Research Assistance Council (BIRAC), New Delhi
26. NLC India Limited, Neyveli, Tamilnadu
27. Balmer Lawrie & Co. Ltd., Kolkata
28. IFCI Limited, New Delhi
29. HLL Lifecare Limited, Thiruvananthapuram
30. Pension Fund Regulatory And Development Authority, New Delhi
31. MSTC Limited, Kolkata
32. Northern Coalfields Limited, Singrauli

33. Power Finance Corporation Ltd., New Delhi
34. Mangalore Refinery and Petrochemicals Ltd., Mangalore
35. Mishra Dhatu Nigam Limited, Hyderabad

AUTONOMOUS BODIES

1. National Crime Record Bureau, New Delhi
2. National Buildings Construction Corporation (NBCC), New Delhi
3. Centre for Excellence in Basic Sciences, Department of Atomic Energy, Mumbai
4. CSIR - Central Electrochemical Research Institute, Karaikudi
5. Securities and Exchange Board of India (SEBI), Mumbai
6. Central Board of Excise and Customs (CBEC), New Delhi
7. Integrated Coastal and Marine Area Management (ICMAM), Chennai
8. India Meteorological Department (IMD), New Delhi
9. Indira Gandhi Centre for Atomic Research, Kalpakkam
10. Lokopriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur
11. Institute of Nano Science and Technology (INST), Mohali
12. National Biodiversity Authority (Ministry of Environment, Forest and Climate Change), Chennai
13. All India Institute of Medical Sciences (AIIMS), New Delhi
14. Jawaharlal Institute of Post Graduate Medical Education & Research (JIPMER), Puducherry,
15. Central Mine Planning & Design Institute Limited (CMPDI), Ranchi
16. Institute for Plasma Research, Gandhinagar
17. Office of the Controller General of Defence Accounts, Ministry of Defence, New Delhi
18. National Institute of Tuberculosis and Respiratory Diseases, New Delhi
19. National Council for Promotion of Sindhi Language (NCPSL), New Delhi
20. National Productivity Council, New Delhi
21. Indian Institute of Foreign Trade, New Delhi
22. National Skill Development Council (NSDC), New Delhi
23. National Institute of Rural Development and Panchayati Raj, Hyderabad
24. Central Institute of Himalayan Culture Studies (CIHCS), Itanagar
25. Chittaranjan National Cancer Institute (CNCI), Kolkata
26. National Council of Science Museums, Kolkata
27. Physical Research Laboratory, Ahmedabad
28. Central Council For Research in Unani Medicine, New Delhi
29. Children's Film Society India, Mumbai
30. National Institute for Micro, Small and Medium Enterprises (NI-MSME), Hyderabad
31. National Institute of Rock Mechanics, Bangalore
32. All India Institute of Medical Sciences (AIIMS), Jodhpur
33. National Technical Research Organisation (NTRO), New Delhi
34. All India Institute of Medical Sciences (AIIMS), Nagpur
35. Tata Memorial Hospital, Mumbai
36. VMMC & Safdarjung Hospital; New Delhi
37. Swami Vivekanand National Institute of Rehabilitation Training and Research (SVNIRTR), Cuttack
38. National High Speed Rail Corporation Limited (NHSRCL), New Delhi
39. All India Institute of Medical Sciences (AIIMS), Raipur
40. All India Institute of Medical Sciences (AIIMS), Bhubaneswar
41. National Small Industries Corporation (NSIC), New Delhi
42. Artificial Limbs Manufacturing Corporation of India (ALIMCO), Kanpur
43. National Capital Region Planning Board, New Delhi
44. All India Institute of Medical Sciences (AIIMS), Deoghar
45. Bureau of Police Research and Development (BPRD), New Delhi
46. Institute of Post Graduate Medical Education & Research, Kolkata
47. Lady Hardinge Medical College, New Delhi
48. Smt. S. K. Hospital, New Delhi.
49. North Eastern Council Secretariat, Shillong
50. All India Institute of Medical Sciences (AIIMS), Gorakhpur
51. Aeronautical Quality Assurance (DGAQA), New Delhi
52. NIELIT, New Delhi
53. North Eastern Regional Institute of Water and Land Management (NERIWALM), Tezpur
54. National Institute of Fashion Technology, Hyderabad, Telangana
55. National Centre for Cell Science, Pune, Maharashtra
56. Centre for Marine Living Resources and Ecology (CMLRE), Kochi, Chennai
57. NIFTM, Sonapat, Haryana
58. Hindustan Shipyard Ltd., Visakhapatnam, A. P.
59. MOIL Limited, Nagpur, Maharashtra
60. Energy Management System, Thiruvananthapuram, Kerala
61. Coir Board, Kochi, Kerala
62. Securities and Exchange Board of India, Mumbai
63. Rajya Sabha Secretariat
64. North Eastern Electric Power Corporation Limited (NEEPCO), Shillong

NOMINATION RECEIVED FROM HON'BLE MEMBERS OF PARLIAMENT

1. Shri Bellana Chandra Sekhar, Honb'le Member of Parliament, Lok Sabha, Vizianagaram Constituency
2. Shri Sanjay Jaiswal, Honb'le Member of Parliament, Lok Sabha, Paschim Champaran Constituency
3. Dr. Subhash Chandra, Honb'le Member of Parliament, Rajya Sabha
4. Shri Digvijay Singh, Honb'le Member of Parliament, Rajya Sabha
5. Shri Bikash Ranjan, Honb'le Member of Parliament, Rajya Sabha
6. Shri Syed Zafar Islam, Honb'le Member of Parliament, Rajya Sabha
7. Maharaja Sanajaoba Leishemba, Honb'le Member of Parliament, Rajya Sabha