

## **RULES OF PROCEDURE FOR THE PARLIAMENTARY COMMITTEE ON ELECTORAL REFORMS**

### **1. Short Title and Commencement**

- (1) These Rules may be called the Rules of Procedure for the Parliamentary Committee on Electoral Reforms
- (2) They shall come into force at once.

### **2. Formation and Composition.**

- (a) The Committee shall consist of such members as have been notified in the National Assembly Secretariat circular No. F.22(2)/2014-Com-1 dated 25<sup>th</sup> July 2014 or may be amended by the Speaker from time to time under Rule 6.
- (b) The Chairman of the Committee will be elected by the members in its first sitting.

### **3. Functions. The Committee –**

- (a) will make recommendations in respect of electoral reforms, required to ensure free, fair and transparent elections, including adoption of the latest technology, available for holding elections;
- (b) will suggest draft legislation, including constitutional amendments if any and ways and means to improve the system of elections;
- (c) will present its report to the Parliament within three-months from the date of the notification of the Committee.

### **4. Quorum of the meeting. –** The quorum to constitute a sitting of the Committee shall be one-fourth of the total membership.

### **5. Resignation of members from the Committee. –** A member may resign his membership of the Committee by writing under his hand addressed to the Chairman with a copy to the Speaker, National Assembly.

6. **Replacement of members from the Committee.** - The Speaker, National Assembly may replace any member of the Committee on request of the leader of the Parliamentary Party concerned.

**RULES OF PROCEDURE FOR THE**

7. **Adjournment, etc. of the Committee.** - (1) If, at the time fixed for any sitting of a Committee or at any time during any such sitting, the number of members present is less than the quorum, the Chairman of the Committee shall either suspend the sitting for a time not exceeding one hour or adjourn the sitting.

(2) After the suspension of sitting for an hour if the quorum not complete, the meeting shall be adjourned.

8. **Discharge of members absent from sittings of the Committee.** - If a member is absent from three or more consecutive sittings of the Committee without the permission of its Chairman, the Chairman may discharge such a member from the Committee and request the leader of the Parliamentary Party concerned for his replacement.

9. **Chairperson in the absence of the Chairman.** - The Chairman of the Committee in his absence will assign a Chairperson to conduct proceedings of a sitting.

10. **Voting in Committee.** - All questions at a sitting of the Committee shall be determined by a majority of the members present and voting. The Chairman of the Committee or the Chairperson in his absence, shall, in the event of the equality of votes, have a casting vote.

11. **Sittings of Committee.** - (1) The Committee shall sit on such day and at such hour as the Chairman may, in consultation with the Secretary fix:

(2) The sittings of the Committee shall ordinarily be held within the precincts of the National Assembly or the Senate.

(3) Subject to sub-rule (1), on a requisition made by not less than one fourth members of the Committee, the Chairman of the Committee shall call a meeting of the Committee within seven days from the date of requisition.

(4) If a notice of requisition for the meeting of the Committee is received when the Chairman is unable to convene the meeting of the Committee, it shall be submitted to the Speaker, National Assembly who may order to call the meeting of the Committee.

12. **Agenda and notices of meetings of the Committee.** - (1) The timetable of business of the Committee and the agenda for each meeting of the Committee shall be determined by the Chairman.



(2) Notices of all meetings of the Committee shall be sent to the members of the Committee and to the Attorney General for Pakistan and the official concerned.

13. **Meetings in camera.** – The sitting of the Committee may be held in camera if so determined by the Committee.

14. **Information to be kept secret.**- Any information tendered before the committee shall be treated as secret, unless the Committee, in the public interest decides otherwise.

15. **Powers to call for papers, records or documents.** – (1) The Committee shall have power to require the attendance of persons or the production of papers or records if such course is considered necessary for the discharge of its functions:

Provided that if any question arises whether the evidence of a person or the production of a document is relevant for the purposes of the Committee, the question shall be referred to the Speaker, National Assembly whose decision shall be final.

(2) Subject to the provisions of this rule, a witness may be summoned by an order signed by the Secretary and shall appear before the Committee and produce such documents as are required for the use of the Committee.

(3) The Committee may invite or summon or allow to appear before the Committee any member or any other person having a special interest to any matter under its consideration and may hear expert evidence and hold public hearings.

(4) The Committee may invite experts in electoral reforms, civil society organisations, lawyer forums, media, and other representatives as may be decided by Committee members.

(5) The committee may constitute sub-committee(s) in furtherance of its objectives and in doing so, may define the functions of such sub-committee and delegate such powers as it may deem fit.

16. **Recording of proceedings of the Committee.** – A summary of the record of the proceedings of the Committee shall be maintained by the Secretary.

17. **Report of Committee.** – (1) The Committee will present its report to the Parliament within three-months from the date of the notification of the Committee.

(2) Report may be either preliminary or final.

(3) The report shall, -

- (a) incorporate the views, if any, of the Committee members, and experts;
- (b) set for the recommendations of the Committee together with list of participants, and minutes of dissent if any; and
- (c) be signed by the Chairman on behalf of the Committee.

(4) The Secretary shall cause a copy of the report of the Committee together with minutes of dissent, if any, to be made available for the use of every member in the National Assembly and the Senate.

**18. Presentation of report.** – (1) The Report of the Committee required to be presented to the Parliament shall be presented by the Chairman or, in his absence, by another member of the Committee authorized by the Chairman in his behalf.

**19. Procedure of the Assembly to apply.** – In all matters not specifically provided for in these rules, the procedure of the Assembly shall apply with such modifications and variations at the Chairman may consider necessary.

ANNEX-B

**RULES OF PROCEDURE FOR THE PARLIAMENTARY  
COMMITTEE ON CONSTITUTIONAL REFORMS**

**PRELIMINARY**

1. Short title and commencement.—(1) These rules may be called the Rules of Procedure for the Parliamentary Committee on Constitutional Reforms.

**RULES OF PROCEDURE FOR THE  
PARLIAMENTARY COMMITTEE ON  
CONSTITUTIONAL REFORMS**

"Assembly" means the National Assembly of Pakistan.

"Chairman" means Chairman elected under these rules or any person who is presiding in his stead at the sitting of the Committee.

"Committee" means the Parliamentary Committee on Constitutional Reforms constituted under the Motion adopted by National Assembly on 10th April 1973 and renewed on 15th April 1978.

"Constitution" means the Constitution of the Islamic Republic of Pakistan.

"Guest" means the Guest of Parliament.

"Member" means a member of the Committee.

"Secretary" means the Secretary of the Senate of the National Assembly or any person for the time being performing the duties of the Secretary to the Committee.

"Senate" means the Senate of Pakistan.

"Sitting" means a meeting of the Committee.

"Speaker" means the Speaker of the Assembly; and

"Sub-Committee" means a Sub-Committee constituted by the Committee for such purpose (s) as it may deem fit.



**RULES OF PROCEDURE FOR THE PARLIAMENTARY  
COMMITTEE ON CONSTITUTIONAL REFORMS**

**PRELIMINARY**

1. **Short title and commencement.**—(1) These rules may be called the Rules of Procedure for the Parliamentary Committee on Constitutional Reforms.

(2) They shall come into force at once.

2. **Definitions.**—(1) In these rules, unless there is anything repugnant in the subject or context.

“**Assembly**” means the National Assembly of Pakistan;

“**Chairman**” means Chairman elected under these rules or any person who is presiding at that sitting of the Committee;

“**Committee**” means the Parliamentary Committee on Constitutional Reforms constituted under the Motions adopted by National Assembly on 10th April 2009 and Senate on 29th April, 2009.

“**Constitution**” means the Constitution of the Islamic Republic of Pakistan.

“**Gazette**” means the Gazette of Pakistan;

“**Member**” means a member of the Committee;

“**Secretary**” means the Secretary of the Senate or the National Assembly and includes any person for the time being performing the duties of the Secretary to the Committee.

“**Senate**” means the Senate of Pakistan;

“**Sitting**” means a meeting of the Committee;

“**Speaker**” means the Speaker of the Assembly; and

“**Sub-Committee**” means a Sub-Committee constituted by the Committee for such purpose (s) as it may deem fit.

(2) The words and expressions used but not defined in these rules shall, unless the context otherwise requires, have the meaning assigned to them in the Rules of Procedure and Conduct of Business in the National Assembly, 2007.

**3. Composition of the Committee.**—(1) The Committee shall consist of such members as have been notified in the National Assembly Secretariat Circular No. F. 25(2)/2009-Com-I dated 23rd June, 2009.

(2) The Speaker in consultation with the Parliamentary Leader of Parliamentary Party may replace the member (s) of that party and duly notify the change.

**4. Functions of the Committee.**—The Committee shall propose amendments to the Constitution keeping in view of the 17th Amendment, Charter of Democracy and Provincial Autonomy, in order to meet the democratic and Islamic aspirations of the people of Pakistan.

**5. Powers of the Committee.**—(1) The Committee shall have powers to summon or invite any Minister, Official or any other person to carry out functions of the Committee and call for any Government record including classified record, information and assistance from any Government or Agency in that regard.

(2) The Committee may constitute sub-committee (s) in furtherance of its objectives and in doing so, may define its functions and delegate such powers as it may deem fit.

#### GENERAL PROVISIONS

**6. Chairman of the Committee.**—(1) The Chairman of the Committee shall be elected by the Committee from amongst its members and the Secretary shall cause the notification to be published in the Gazette;

(2) If the Chairman is not present at any sitting, the Committee shall choose one of its members present to act as Chairman for that sitting.

**7. Quorum of a meeting.**—The quorum to constitute a sitting of the Committee shall be fourteen members.

**8. Sittings of Committee.**—(1) The Committee shall sit at such place, on such day and at such hour as the Chairman may, in consultation with the Committee fix.



- (2) The Committee shall meet at least once in a month.
- (3) The sittings of the Committee shall be held in camera unless otherwise decided by the Committee.
- (4) The Secretary shall maintain the minutes of the meetings of the Committee.

9. **Adjournment of a sitting of the Committee.**—(1) If, at the time fixed for any sitting of the Committee, the number of members present is less than the quorum and if pointed out by a member, the Chairman of the Committee shall either suspend the sitting for a time not exceeding one hour or adjourn the sitting.

(2) After the suspension of sitting for an hour if the quorum is not complete, the meeting shall be adjourned.

10. **Decision in the Committee.**—(1) All questions at a sitting of the Committee shall be decided with consensus.

(2) In case the consensus is not possible the question shall be decided by a two-third majority of the total membership of the Committee.

11. **Information to be kept secret.**—Any information tendered before the Committee shall be treated as secret, unless the Committee, in the public interest decides otherwise.

12. **Restriction on publication etc. of proceedings.**—The proceedings of the Committee shall be treated as confidential and shall not be open to inspection except with the permission of the Committee.

13. **Agenda and notices of meetings of Committee.**—The time table of business of the Committee and the agenda for each meeting of the Committee shall be determined by the Chairman in consultation with the Members.

14. **Procedure of the Assembly to apply.**—In all matters not specifically provided for in these rules, the procedure of the Assembly shall apply with such modifications and variations as the Chairman may consider necessary.