

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

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

“**Chairman**” means the Chairman elected under these rules or any Member presiding at a Meeting under Rule 10;

“**Committee**” means the Parliamentary Committee on Electoral Reforms constituted under Motions adopted by National Assembly on 19th June, 2014 and 12th August, 2014, and Senate on 30th June, 2014, and 18th August 2014;

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

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

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

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

“**Sub-Committee**” means a Sub-Committee constituted by the Committee for such purpose (s) as it may deem fit under sub rule (5) of Rule 16.

(2) 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. **Formation and Composition.**-

(1) The Committee shall consist of such Members as have been notified in the National Assembly Secretariat Notification No.F.22(2)/2014-Com-1 dated 25th July, 2014 as may be amended by the Speaker from time to time under these Rules.

(2) The Chairman of the Committee shall be elected by the Members in its first Meeting.

4. Functions of the Committee.-

(1) The scope of work of the Committee shall include, but not be limited to:

- (a) evaluating the shortcomings of previous elections and making recommendations for electoral reforms to ensure that elections are held in a free, fair and transparent manner; and
- (b) drafting legislation, or constitutional amendments, if required, and recommend ways and means to improve the system of elections including adoption of the latest technology available for holding elections.

(2) The Committee shall present its report to the Parliament within three months from the date of notification of the Committee.

5. Quorum of the meeting.-The quorum to constitute a Meeting shall be one-fourth of the total membership.

6. Resignation of Members from the Committee.- A Member may resign from membership of the Committee by writing under his hand addressed to the Speaker with a copy thereof to the Chairman.

7. Replacement of Members of the Committee.- The Speaker may replace any Member on request of the Leader of the Parliamentary Party concerned.

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

(2) After suspension of the Meeting not exceeding an hour, if the quorum is not complete, the Meeting shall be adjourned.

9. Discharge of Member absent from meeting of the Committee.- If a Member is absent from three or more consecutive Meetings without the permission of the Chairman, the Speaker on the recommendation of the Chairman may discharge such Member from the Committee as per applicable Rules, and notify the replacement in consultation with the Leader of the Parliamentary Party concerned.

10. **Absence of the Chairman.-** If the Chairman is not present at any Meeting, the Committee shall choose one of its Members present to act as Chairman for that Meeting.

11. **Voting in Committee.-** All decisions at a Meeting shall be taken by a majority of the total membership of the Committee. The Chairman shall in the event of the equality of votes, have a casting vote.

12. **Meeting of Committee.-**(1) The Committee shall meet on such day and at such time as the Chairman may, in consultation with the Secretary, fix.

(2) A Meeting shall ordinarily be held within the precincts of Parliament.

(3) Subject to sub-rule (1), on a requisition made by not less than one-fourth of the total Membership of the Committee, the Chairman shall convene a Meeting within five (5) days from the date of requisition.

(4) If a Meeting is not convened as required under sub-rule (3), then the Speaker shall order to convene a Meeting within the next three (3) days.

13. **Agenda and notices of meetings of the Committee.-** (1) The agenda for each Meeting shall be determined by the Chairman.

(2) Notice for a Meeting shall be communicated to its Members, and to the Attorney General for Pakistan and the officials concerned, not less than two days before the date of the Meeting.

14. **Meetings in camera.-** Meetings shall be held in camera unless otherwise decided by the Committee.

15. **Information to be kept secret.-**The proceedings and any information tendered before the Committee shall be treated as secret unless the Committee, in the public interest, decides otherwise.

16. **Power to call for papers, records or documents.-** (1) For the discharge of its functions, the Committee shall have the power to require the attendance of such persons or the production of such documents as it may deem necessary.

(2) Subject to provisions of this Rule, a person summoned by an order signed by the Secretary shall appear before the Committee and produce such documents as are required by the Committee.

(3) The Committee may invite or summon or allow to appear before the Committee any Member of the Parliament, having a special interest in any matter under its consideration and may hear expert views and hold public hearings, if necessary.

(4) The Committee may invite experts in electoral matters, civil society organizations, lawyers, or any other person as may be decided by the Committee.

(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(s) and delegate such powers to the sub-committee(s) as it may deem fit.

17. **Recording of proceedings of the Committee.**-A summary of the record of the proceedings of the Committee shall be maintained by the Secretary.

18. **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) The Report may be either interim or final.

(3) The Report shall:

(a) incorporate the views, if any, of the Committee Members and experts;

(b) set forth the recommendations of the Committee together with list of participants, and note(s) of dissent, if any; and

(c) be signed by the Chairman and Members.

(4) The Secretary shall cause a copy of the Report of the Committee together with note(s) of dissent, if any, to be made available for the use of every Member of the National Assembly and the Senate.

19. **Presentation of Report.**-(1) The Report of the Committee required to be presented to each House shall be presented by the Chairman or, in his absence, by any other Member authorized by the Chairman on his behalf.

20. **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 Committee may consider necessary.
