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Annex-H 7

**Parliamentary Committee**

**RULES OF PROCEDURE  
FOR  
THE PARLIAMENTARY COMMITTEE  
ON  
CORONAVIRUS DISEASE (COVID-19), 2020**

**NATIONAL ASSEMBLY SECRETARIAT**

Attested  
Date: 18/03/2022  
**MUHAMMAD FAROOQ**  
Section Officer  
National Assembly Secretariat  
Islamabad

**RULES OF PROCEDURE  
FOR  
THE PARLIAMENTARY COMMITTEE  
ON  
CORONAVIRUS DISEASE (COVID-19)**

**1. Short title and commencement.**-(1) These rules may be called the Rules of Procedure for the Parliamentary Committee on Coronavirus Disease (COVID-19), 2020.

(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 Speaker of the National Assembly or any person who is presiding at a sitting of the Committee;

“Committee” means the Parliamentary Committee on Coronavirus Disease (COVID-19) constituted in pursuance of the decision of the Parliamentary Leaders in the National Assembly and the Senate of Pakistan made on the 25th March, 2020;

“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 and includes any person for the time being performing 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 National Assembly; and

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

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PROPOSALS/TORs FINALIZED BY THE SUB-COMMITTEE FOR MAIN  
PARLIAMENTARY COMMITTEE ON CORONAVIRUS DISEASE (COVID-19)

1. To create and promote national harmony amongst federal and federating units including Gilgit Baltistan and Azad Jammu & Kashmir for evolving unanimous narrative on the issues relating to current pandemic (COVID-19).
2. Parliamentarian should be given monitoring role Viz-a-Vis NDMA and relief operations.
3. How often the Committee should meet, and we suggest at least once a week?
4. How efficiently we can use this forum, Parliament and Standing Committees to perform their functions in wake of this pandemic?
5. How can we mobilize all our resources at all levels to ensure our health system effectively functioning?
6. Coronavirus in Pakistan is interlinked with poverty and hunger. What immediate innovative steps besides already being taken by Governments at all levels need to be identified and enforced to evolve strategy and mechanism to ensure provision of basic essential edibles to the needy & poor?
7. To oversee the Testing facilities throughout the country and bureaucratic bottlenecks, if any, should quickly be removed in procuring immediate necessary health related items at all levels.
8. To take measures and steps to ensure and facilitate the role of private Sector Health Services in regard to COVID-19.
9. SOPs of the NDMA to ensure equitable distribution of cash/relief packages to needy avoiding overlapping from various agencies of the Federal and Provincial Governments and taking all NGOs and civil society on board.
10. What immediate steps are required to protect the Economy?
11. To engage Media in creating and promoting National narrative on COVID-19.
12. To involve Parliamentarians and assign them role to combat COVID-19 and oversee/monitor relief operation and National Action Plan.

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Section Officer  
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(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 leaders of Parliamentary Parties in the National Assembly and the Senate (or their nominees), under the Chairmanship of the Speaker, as have been notified in the National Assembly Secretariat's Notification No.F.16(1)/2020-P.C.Wing dated Islamabad, the 26<sup>th</sup> March, 2020;

(2) The Speaker may make changes in the composition of the Committee as and when required.

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

4. **Functions of the Committee.**- The Committee, -

- (1) To periodically review, monitor and oversee issues relating to Coronavirus Disease (COVID-19) and its impacts on Economy;
- (2) To periodically review, monitor and oversee implementation of the National Action Plan on Coronavirus Disease (COVID-19) with a view to ensuring its expeditious implementation;
- (3) To appoint a Sub-Committee to prepare detailed ToRs of the Committee in view of the above; and
- (4) To present periodical reports of the Committee to both Houses of the *Majlis-e-Shoora* (Parliament).

5. **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 any minister, officer or official or such persons or the production of such documents, including classified records, information and assistance from any Government or Agency, as it may deem necessary.

(2) Subject to provisions of this rule, a witness 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 any person to appear before the Committee, 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 constitute a sub-committee in furtherance of its objectives and in doing so, may define the functions and timeframe of such sub-committee and delegate such powers to the sub-committee as it may deem fit.

**6. Sittings of Committee.**-(1) The Committee shall sit at such place, on such day and hour as the Chairman may fix.

(2) The Committee shall meet at least once in a month.

**7. 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.

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

**9. Meetings in camera.**- The meetings of the Committee shall be held in camera unless otherwise decided by the Committee.

**10. Adjournment of sittings of the Committee.**-(1) If, at the time fixed for any sitting of the Committee or at any time during any such sitting,

The number of members present is less than the quorum, the Chairman shall either suspend the sitting for a time not exceeding one hour or adjourn the sitting.

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

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

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

(2) In case of inability of the Committee to decide a question with consensus, the question shall be decided by a majority of the total membership of the Committee. The Chairman shall, in the event of equality of votes, have a casting vote.

**13. 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.

**14. Restriction on publications etc. of proceedings.**- (1) The proceedings of the Committee shall be treated as confidential and shall not be open to inspection except with the permission of the Committee.

(2) The Committee may forward any of its recommendations, decision, reports to the Chairman Senate and Speaker National Assembly for the information of the members of the Senate and the National Assembly.

**15. Reports of the Committee.**- (1) The Committee will present its periodical reports to both Houses of the *Majlis-e-Shoora* (Parliament).

(2) The Report may be either interim or final.