

**As Updated on 20.11. 2017**  
Government of India  
Ministry of Law & Justice  
Department of Legal Affairs  
**LAW COMMISSION OF INDIA**

**INFORMATION PUBLISHED IN PURSUANCE OF SECTION 4(1)(b)-(i) to (xvii) OF THE RIGHT TO INFORMATION ACT, 2005**

(i) **Particulars of its organisation, functions and duties.** In independent India the First Law Commission was established in 1955, with the then Attorney General of India, Mr. M.C. Setalvad as its Chairman.

Since then, twenty more Law Commissions were appointed, each with a three-year term and with certain terms of reference. The names of Chairmen who presided over these Commissions are given below:-

Second Law Commission	1958-61	Mr. Justice T. L. Venkatarama Aiyar.
Third Law Commission	1961-64	Mr. Justice J. L. Kapur
Fourth Law Commission	1964-68	Mr. Justice J. L. Kapur
Fifth Law Commission	1968-71	Mr. K. V. K. Sundaram, I. C. S.
Sixth Law Commission	1971-74	Mr. Justice Dr. P. B. Gajendragadkar
Seventh Law Commission	1974-77	Mr. Justice Dr. P. B. Gajendragadkar
Eighth Law Commission	1977-79	Mr. Justice H. R. Khanna
Ninth Law Commission	1979-80	Mr. Justice P. V. Dixit
Tenth Law Commission	1981-85	Mr. Justice K. K. Mathew
Eleventh Law Commission	1985-88	Mr. Justice D. A. Desai
Twelfth Law Commission	1988-91	Mr. Justice M. P. Thakkar
Thirteenth Law Commission	1991-94	Mr. Justice K. N. Singh
Fourteenth Law Commission	1995-97	Mr. Justice K Jayachandra Reddy
Fifteenth Law Commission	1997-2000	Mr. Justice B. P. Jeevan Reddy
Sixteenth Law Commission	2000-2001 2002-2003	Mr. Justice B. P. Jeevan Reddy Mr. Justice M. Jagannadha Rao
Seventeenth Law Commission	2003-2006	Mr. Justice M. Jagannadha Rao
Eighteenth Law Commission	2006-2009	Dr. Justice. AR. Lakshmanan
Nineteenth Law Commission	2009-2012	Mr. Justice P.V. Reddi
Twentieth Law Commission	2012-2013 2013-2015	Mr. Justice D.K. Jain Mr. Justice A.P.Shah
Twenty First Law Commission	2015-2018	Dr. Justice B.S. Chauhan

(i) The Twenty First Law Commission, i.e. the present one, has been notified with effect from September 1, 2015 for a term of three years upto August 31, 2018.

(ii) **The Powers and duties of its officers and employees**

While discharging its functions in accordance with the Terms of Reference, the Commission is presently assisted by Joint Secretary & Law Officer, One Additional Law Officer and one Assistant Law Officer. The Secretariat staff, looking after the administrative side of the Commission's operations, presently consists of one Under Secretary, one Section Officer, three Assistant Section Officers. The stenographic assistance to the Commission and its officers is provided by officers of different levels. The Library consists of one Assistant Library Information Officer and one Junior Library Attendant ( MTS), at present. In addition there are Four Staff Car Drivers and twenty three MTS and one Peon..

(iii) **The procedure followed in the decision making process, including channel of supervision and accountability :**

The Ministry of Law & Justice makes references to the Commission from time to time on subjects relating to Law reform and Judicial administration. The Supreme court/ High Courts also make references to the Commission involving in-depth examination of any legal issue or subjects. The Commission also takes up subject suo- moto under the Terms of Reference. The projects undertaken by the Commission are initiated in the Commission's meetings which take place frequently. Priorities are discussed, topics are identified and preparatory work is assigned to each member of the Commission. Depending upon the nature and scope of the topic, different methodologies for collection of data and research are adopted keeping the scope of the proposal and reform in mind.

The Law Commission has always been anxious to ensure that the widest section of people is consulted in formulating proposals for law reforms. In this process, professional bodies and academic institutions are consulted. Seminars and workshops are organized to elicit critical opinion on proposed strategies for reform. Usually a carefully prepared questionnaire is also placed on the website.

Discussion at Commission meetings during this period helps not only in articulating the issues and focusing the research, but also evolving a consensus among Members of the Commission. What emerges out of this preparatory work in the Commission is usually a working paper outlining the problem and suggesting matters deserving reform. The paper is then sent to all members with a view to eliciting suggestions. Widest consultations with stakeholders are taken on priority.

The draft Report which is written either by the Member-Secretary or one of the Members or the Chairman of the Commission. It is then subjected to close scrutiny by the full Commission in meetings. Once the Report and summary are finalized, the Commission may decide to prepare a draft amendment or a new bill which may be appended to its Report. Thereafter, the final Report is forwarded to the Government.

Since the establishment of the First Law Commission 273 Reports on various issues have been submitted so far.

The Reports of the Law Commission are laid in Parliament from time to time. The Ministry of Law & Justice, forward the Reports to the concerned administrative Ministries. They are cited in Courts, in academic and public discussions and are acted upon by concerned Government Ministries/Departments depending on the Government's decisions.

In so far as the administrative side of the Commission's operations is concerned, cases/receipts are put up by the concerned dealing hands to the Section Officer. The Section Officer submits the files to the Under Secretary, who in turn submits the files to the Joint Secretary and Law Officer. The Joint Secretary & Law Officer submits files of important nature to the Member-Secretary.

(iv) **The norms set by it for the discharge of its functions**

The Law Commission of India functions within its terms of reference as enumerated in item No. (i) above. The modalities followed by it have also been enumerated in item No. (iii) above.

In so far as the administration side of the Commission's operations is concerned, it functions in accordance with the various Central Civil Services Rules and other Rules applicable to the Central Government employees. It is also guided by various manuals/circulars etc. issued by various Ministries/Departments of the Government of India.

(v) **The rules, regulations, instructions, manuals and records held by it and are under its control as used by its employees for discharging its functions**

In the discharge of its functions, the Law Commission of India uses for research purposes various Central and State Acts, Rules, Codes, Rules Regulations, etc. It also uses various judgements of the Supreme Court of India and of High Courts. Laws of other countries, Judgements of foreign courts and International Courts are also used. Various Reports of Commissions, Committees etc, are also considered.

In so far as the administrative side of the Commission is concerned, it uses the following Rules in the discharge of its functions:-

- Staff Car Rules
- Medical Attendance Rules
- CCS(CCA) Rules
- CCS (Conduct) Rules
- General Provident Fund Rules
- Leave Travel Concession Rules
- General Financial Rules, 2005
- Delegation of Financial Power Rules
- House Building Advance Rules
- CCS(Revised Pay) Rules, 1997
- Central Treasury Rules

In addition various Manuals/Circulars etc issued by various Ministries/Departments of the Govt. of India, are also used.

(vi) **A statement of the categories of documents that are held by it and are under its control :**

The Law Commission of India holds the following documents:-

- Copies of Reports released by it
- Parliament Questions related to Law Commission sent by Deptt. of Legal Affairs Min. of Law & Justice
- Correspondence with Ministries/Other Organisations, Departments, State Governments and letters/E-mails from individuals seeking information etc.

The administrative side of the Commission maintains files relating to the following:

- ☐ Appointments
- ☐ Personal files and service book (including leave account) of its employees
- ☐ Court related litigation files
- ☐ Training
- ☐ Continuation of temporary posts
- ☐ Conferences / Seminars in India and abroad
- ☐ Staff Cars
- ☐ Purchase and maintenance of air-conditioners, room coolers, heaters, photo copiers, vacuum cleaners, computers, printers, UPS etc
- ☐ Electricity and Water bills
- ☐ CPWD complaints
- ☐ Dry cleaning and washing
- ☐ Engagement of casual labour
- ☐ Circulars
- ☐ Republic Day & Independence Day Celebration
- ☐ Library matters
- ☐ Purchase and distribution of stationery items
- ☐ Purchase and distribution of uniforms
- ☐ Maintenance of Annual Confidence Reports
- ☐ Other Miscellaneous matters

(vii) **The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof :**

The working papers/consultation papers outlining the problems/issues under consideration of the Law Commission of India and suggesting matters deserving reforms, are sent out for circulation among the public and interested groups like Judges of the Supreme Court, High Courts and Lower Courts, Bar Associations, State Govts' law enforcement agencies, media persons, NGOs and all stakeholders with a view to eliciting reactions and suggestions. Professional bodies and academic institutions are involved in the consultation process. Seminars/Workshops/Conference are also organized to elicit critical opinion on proposed strategies for reform based on the Working Papers/Consultation Papers.

(viii) **A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and as to whether meetings of those boards, councils, committees and other bodies are open to public, or the minutes of such meetings are accessible for public :**

The Chairman, Law Commission of India, convenes internal meetings of the Commission from time to time where the Member Secretary, Members and Law Officers of the Commission are present. Such meetings being internal in nature are not open to public.

(viii) **A directory of officers and employee's**

	<b><u>Name</u></b>	<b><u>Designation</u></b>	<b>Telephone Number</b>	
			<b><u>Office</u></b>	<b><u>Residence</u></b>
	Dr. Justice B.S. Chauhan	Chairman	24654951	23012708
	Justice Ravi R. Tripathi	Member	24654952	21610230
	Prof.(Dr.) S.Sivakumar	Member	24654953	22755761
	Shri Satya Pal Jain	Member (Part Time)	0172-2772232	
	Prof. (Dr.) Bimal N. Patel	Member (Part Time)	079-23276611-12	
	Shri Abhay Bharadwaj	Member (Part Time)	0281-2231601	9824290009
	Dr.Sanjay Singh	Member Secretary	24654954	23073072
	Shri AK Upadhyay	Joint Secretary & Law Officer	24635736	23219239
	Mrs.Varsha Chandra	Addl. Law Officer	24635735	
	Shri Atul Kumar Gupta	Assistant Law Officer	2461648	
	Shri Kuldeep Kumar	Under Secretary	24654939	
	Shri Anoop Seth	Principal Private Secy	24654954	
	Shri Ananda Raman	Principal Private Secy	24654951	
	Smt. Dimple Kapoor	Principal Private Secy	24654953	
	Shri Rama Nand	Section Officer	24654936	
	Shri Debjit Sarkar	Assistant Library Information Officer	23072174	
	Shri T.K. Barma	Private Secy	24654952	
	Shri Sampat Singh	Private Secy	24654951	
	Smt. Rajbala Lohia	Private Secy	24654936	
	Smt. R. Radhika	Private Secy	24635735	
	Smt. Suman Lata Bhatia	Private Secy	24616748	
	Shri S.S. Bisht	Assistant Section Officer	24654937	
	Shri B.B.Sinha	Assistant Section Officer	24654936	
	Shri Sanjeev	Assistant Section Officer	24654936	
	Smt Saroj Bhayana	Personal Assistant	24654939	
	Smt Suman lata Jaswal	Personal Assistant	24654952	
	Smt. Renu Narwani	Personal Assistant	24635736	

	Shri Sanjay Kumar Patel	Stenogrpher'D'	24654936	
	Shri Manohar Lal	Staff Car Driver	24654936	
	Shri Diwakar Prasad	Staff Car Driver	24654936	
	Shri Surbir Singh Bartwal	Staff Car Driver	24654936	
	Shri Kamal	Staff Car Driver	24654936	
	Shri Anand Singh	MTS	23072174	
	Shri Manoj Kumar	MTS	24654936	
	Shri Sarwan Kumar	MTS	24654936	
	Shri Manickam	MTS	24654936	
	Shri Naveen Kumar	MTS	23072174	
	Shri Kalyan Singh	MTS	24654936	
	Shri Ranjeet Singh	MTS	24654936	
	Shri Ajay Kumar	MTS	24654936	
	Shri Sher Singh	MTS	24654936	
	Shri Sunil Kumar	MTS	24654936	
	Shri Om Pal	Peon	24654936	
	Shri Gyan Chand	MTS	24654936	
	Shri Sanjay Kumar	MTS	24654936	
	Smt Lajja Devi	MTS	24654936	
	Shri Atram Singh	MTS	24654936	
	Shri Yogender Kumar Baitha	MTS	24654936	
	Shri Ravinder Singh	MTS	24654936	
	Shri Ravinder Kumar	MTS	24654936	
	Shri Prem Joshi	MTS	24654936	
	Shri Surender Singh	MTS	24654936	
	Shri Satbir Singh	MTS	24654936	
	Shri Mishri Lal Baitha	MTS	24654936	
	Shri Dharam Pal Negi	MTS	24654936	
	Shri Ramesh Singh	MTS	24654936	

(x) **The monthly remuneration received by each of its officers and employees, indicating the system of compensation as provided in its regulation :**

The detail of scale of pay of the officers and employees of the Law Commission of India and their Basic Pay as on 21.09.2017 are given below. They also receive allowances and other perquisites/benefits as admissible to Central Govt. Employees. In the case of Chairman, Law Commission of India, being a retired judge of the Supreme Court of India, he is entitled to perquisites/privileges or amenities and facilities as are admissible to serving Supreme Court Judges from time to time.

	<b><u>Name</u></b>	<b><u>Designation</u></b>	<b><u>Pay Level</u></b>	<b><u>Basic as on 07-09-2017</u></b>
	Hon'ble (Dr.) Justice B. S. Chauhan	Chairman	L 18	250000
	Hon'ble Justice Ravi R. Tripathi	Member	L 17	225000
	Pro. (Dr.) S.Sivakumar	Member	L 17	225000
	Dr. Sanjay Singh	Member Secretary	L 17	225000
	Shri A K Upadhyay	Joint Secretary & Law Officer	L 14	177400
	Mrs.. Varsha Chandra	Addl. Law Officer	L 13	125800
	Shri Atul Kumar Gupta	Assistant Law Officer	L 11	71800
	Shri Kuldeep Kumar	Under Secretary	L 11	91100
	Shri Anoop Seth	Principal Private Secy.	L 11	85800
	Shri Ananda Raman	Principal Private Secy.	L 11	83300
	Smt. Dimple Kapoor	Principal Private Secy.	L 11	78500
	Shri Rama Nand	Section Officer	L 10	75400

	Shri Debjit Sarkar	Assistant Library Information Officer	L 7	64100
	Shri Sampat Singh	Private Secy	L 10	77700
	Shri T.K. Barma	Private Secy	L 10	73200
	Smt. R Radhika	Private Secy	L 10	75400
	Smt. Rajbala Lohia	Private Secy	L 10	73200
	Smt. Suman Lata Bhatia	Private Secy	L 10	73200
	Shri S. S. Bisht	Assistant Section Officer	L 7	55200
	Shri B.B. Sinha	Assistant Section Officer	L 7	60400
	Shri Sanjeev	Assistant Section Officer	L 7	46200
	Smt Saroj Bhayana	Personal Assistant	L 8	70000
	Smt Suman lata Jaswal	Personal Assistant	L 8	70000
	Smt Renu Narwani	Personal Assistant	L 8	70000
	Shri Sanjay Kumar Patel	Stenographer 'D'	L 4	27900
	Shri Manohar Lal	Staff Car Driver	L 5	39200
	Shri Diwakar Prasad	Staff Car Driver	L 2	28400
	Shri Surbir Singh Bartwal	Staff Car Driver	L 4	33300
	Shri Kamal	Staff Car Driver	L 2	21100
	Shri Anand Singh	MTS	L 4	39800
	Shri Manoj Kumar	MTS	L 3	32000
	Shri Sarwan Kumar	MTS	L 4	39800
	Shri Naveen Kumar	MTS	L 3	34000
	Shri Kalyan Singh	MTS	L 3	34000
	Shri Manickam	MTS	L 4	39800
	Shri Ranjeet Singh	MTS	L 3	34000
	Shri Ajay Kumar	MTS	L 3	33000
	Shri Sher Singh	MTS	L 3	33000
	Shri Sunil Kumar	MTS	L 3	33000
	Shri Om Pal	Peon	L 1	
	Shri Gyan Chand	MTS	L 3	33000
	Shri Sanjay Kumar	MTS	L 3	33000
	Smt Lajja Devi	MTS	L 2	28400
	Shri Atram Singh	MTS	L 2	28400
	Shri Yogender Kumar Baitha	MTS	L 2	28400
	Shri Ravinder Singh	MTS	L 1	27200
	Shri Ravinder Kumar	MTS	L 1	26400
	Shri Prem Joshi	MTS	L 1	27200
	Shri Surender Singh	MTS	L 1	27200
	Shri Satybir Singh	MTS	L 1	27200
	Shri Ramesh Singh	MTS	L 1	27200
	Shri Dharam Pal Negi	MTS	L 2	30200
	Shri Mishri Lal Baitha	MTS	L 3	34000

(xi) **The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made :**

The budget allocated to the Law Commission of India for the Financial Year 2017-18 is Rs.15,72,00000 /-. The entire amount is "non-plan" and is meant to incur expenses on account of salary, wages, medical

treatment, domestic and foreign official travel, office expenses etc. No budgetary allocation is made under "plan", for the Commission.

(xii) **The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiary of such programmes :**

No subsidy programmes are executed by the Law Commission of India and no amount is allocated to it for the purpose.

(xiii) **Particulars of concessions, permits or authorization granted by it :**

No concessions, permits or authorization are granted by the Law Commission of India.

(xiv) **Details in respect of the information available to or held by it, reduced in on electronic form**

The Law Commission of India accesses information from the web-sites of its counterpart Law Reform Commissions Agencies in other countries, State Law Commissions, various Courts, Legal Research Institutions, Ministries/Departments of the Govt. of India, law reports in electronic form etc.

The Law Commission of India has its own web-site <http://lawcommissionofindia.nic.in> which enlists all the Reports of the Commission, its various Consultation/Discussion Papers released, current reports placed on table of both Houses of Parliament and some important reports.

(xv) **The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**

The citizens can obtain information from the Law Commission of India through correspondence, accessing its web-site and through e-mail. The library of the Law Commission is not meant for public use.

(xvi) **The name, designations and other particulars of the Appellate Authority**

The particulars of the Appellate Authority designated by the Law Commission of India, is given below:

Name: Shri A.K. Upadhyay  
Designation: Joint Secretary & Law Officer

Office Address: Law Commission of India  
Room No.225  
2nd Floor, B-Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi - 110003.  
Tel No. (Office) . 24635736.

(xvii) **The names, designations and other particulars of the Public Grievance Officer**

The particulars of the Public Grievance Officer designated by the Law Commission of India, are given below:

Name: Shri A.K. Upadhyay  
Designation: Joint Secretary & Law Officer

Office Address: Law Commission of India  
Room No.225  
2nd Floor, B-Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi - 110003.  
Tel No. (Office) . 24635736.

(xviii) **The names, designations and other particulars of the Public Information Officers**

The particulars of the Public Information Officer designated by the Law Commission of India, are given below:

i) Name: Smt. Varsha Chandra  
Designation: Additional Law Officer

Office Address: Law Commission of India  
Room No. 231-E  
2nd Floor, B-Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi - 110003.  
Tel No. (Office) 24635735.

ii) Name: Shri Kuldeep Kumar  
Designation: Under Secretary

Office Address: Law Commission of India  
Room No. 229  
2nd Floor, B-Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi - 110003.  
Tel No. (Office) .24654939.

(xix) **Such other information as may be prescribed :**

The Law Commission of India is engaged in research and recommends legal reforms. It is a pro-active organisation drawing upon the legal developments in India and abroad and endeavors to keep the Indian legal system always responsive to the changing socio-economic needs of a developing society.

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