

As Updated on 23.11. 2015
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.** The First Law Commission of Independent India was established in 1955, with the then Attorney General of India, Mr. M.C. Setalvad as its Chairman.

Since then, twenty one more Law Commissions were appointed, each with a three-year term and with different 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

i) The Twenty First Law Commission, i.e. the present one, has been constituted 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 one Joint Secretary & Law Officer, one Additional Law Officers, one Deputy Legal Adviser 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 Assistants and one Upper Division Clerk. 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 Five Staff Car Drivers and twenty four MTS and Two Peon..

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

The Ministry of Law & Justice may assign to the Commission from time to time any subject relating to Law and Judicial administration. The Commission also takes up any such 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 for reform in mind.

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 out for circulation in the public and concerned interest groups with a view to eliciting reactions and suggestions. Usually a carefully prepared questionnaire is also sent with the document.

The Law Commission has been anxious to ensure that the widest section of people is consulted in formulating proposals for law reforms. In this process, partnerships are established with professional bodies and academic institutions. Seminars and workshops are organized in different parts of the country to elicit critical opinion on proposed strategies for reform.

Once the data and informed views are assembled, the Commission's staff evaluates them and organizes the information for appropriate introduction in the 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 of Independent India, it and the subsequent Law Commissions have so far submitted 262 Reports on various issues.

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

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, who is the Head of the Department. 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 Govt. 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 Law e.g. Acts, Rules, Codes, Regulations, etc. It also uses various judgements of the Supreme Court of India and of High Courts. Judgements of foreign courts and International Courts are also used. Various Reports of Commissions, Committees etc, are also used.

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 etc. 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 in different parts of the country to elicit critical opinion on proposed strategies for reform based on the Working Papers/Consultation Papers. These papers are also put on web site of the Commission and views of public are invited. The concerned persons also send their views through e-mails.

- (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.

- (ix) **A directory of officers and employee's**

	<u>Name</u>	<u>Designation</u>	Telephone Number	
			<u>Office</u>	<u>Residence</u>
		Chairman	23736758	23014242
		Member	23355742	
		Member	23736757	
		Member	23736745	
	Shri P.K. Malhotra	Member Secretary	23355738	
	Dr.(Mrs.) Pawan Sharma	Joint Secretary & Law Officer	23355745	26149847
	Shri AK Upadhyay	Addl. Law Officer	23736749	24219239
	Dr. V.K. Singh	Deputy Legal Adviser	23736756	27247182
	Shri Atul Kumar Gupta	Assistant Law Officer	23736756	
	Shri Kuldeep Kumar	Under Secretary	23355739	
	Shri P.R. Sharma	Principal Staff Officer	23736758	9717900324
	Shri Anoop Seth	Principal Private Secy	23355745	
	Shri Ananda Raman	Principal Private Secy	23019465	
	Shri Ashok Kumar Sharma	Principal Private Secy.	23355746	
	Shri Rama Nand	Section Officer	23355746	
	Shri Debjit Sarkar	Assistant Library Information Officer	23072174	
	Shri T.K. Barma	Private Secy	23736746	
	Shri Sampat Singh	Private Secy	23355745	
	Smt. Rajbala Lohia	Private Secy	23736756	
	Smt. R. Radhika	Private Secy	23736756	
	Smt. Suman Lata Bhatia	Private Secy	23355741	
	Shri Anil Chopra	Private Secy	23355743	
	Shri S.S. Bisht	Assistant	23736743	
	Smt. Pamela Halder	Assistant	23355746	
	Smt Saroj Bhayana	Personal Assistant	23355739	
	Smt Suman lata Jaswal	Personal Assistant	23736756	
	Smt. Renu Narwani	Personal Assistant	23736749	

	Shri Prakash Chander	Upper Division Clerk	23355746	
	Shri Sanjay Kumar Patel	Stenogrpher'D'	23355746	
	Shri Manohar Lal	Staff Car Driver	23355746	
	Shri Diwakar Prasad	Staff Car Driver	23355746	
	Shri Ram Kumar	Staff Car Driver	23355746	
	Shri Surbir Singh Bartwal	Staff Car Driver	23355746	
	Shri Kamal	Staff Car Driver	23355746	
	Shri Anand Singh	MTS	23072194	
	Shri Manoj Kumar	MTS	23355746	
	Shri Sarwan Kumar	MTS	23355746	
	Shri Manickam	MTS	23355746	
	Shri Naveen Kumar	MTS	23355746	
	Shri Kalyan Singh	MTS	23355746	
	Shri Ranjeet Singh	MTS	23355746	
	Shri Inderjeet Singh	MTS	23355746	
	Shri Ajay Kumar	MTS	23355746	
	Shri Sher Singh	MTS	23355746	
	Shri Sunil Kumar	MTS	23355746	
	Shri Om Pal	Peon	23355746	
	Shri Gyan Chand	MTS	23355746	
	Shri Sanjay Kumar	MTS	23355746	
	Shri RK Meena	Peon	23355746	
	Smt Lajja Devi	MTS	23355746	
	Shri Atram Singh	MTS	23355746	
	Shri Yogender Kumar Baitha	MTS	23355746	
	Shri Ravinder Singh	MTS	23355746	
	Shri Ravinder Kumar	MTS	23355746	
	Shri Prem Joshi	MTS	23355746	
	Shri Surender Singh	MTS	23355746	
	Shri Satbir Singh	MTS	23355746	
	Shri Mishri Lal Baitha	MTS	23355746	
	Shri Dharam Pal Negi	MTS	23355746	
	Shri Ramesh Singh	MTS	23355746	

(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 23rd November, 2015, 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.

<u>Name</u>	<u>Designation</u>	<u>Scale of pay</u>	<u>Basic as on 13-07-2015</u>
Justice	Chairman	Fixed	90,000/-
	Member	Fixed	80,000/-
	Member	Fixed	80,000/-
	Member	Fixed	80,000/-
	Member Secretary	Fixed	80,000/-
Dr.(Mrs.) Pawan Sharma	Joint Secretary & Law Officer	37400-67000	68,680/-
Shri A K Upadhyay	Addl. Law Officer	37400-67000	63,480/-
Dr. V.K. Singh	Deputy Legal Adviser	37400-67000	51,910/-
Shri Atul Kumar Gupta	Assistant Law Officer	15600-39100	26,200/-
Shri Kuldeep Kumar	Under Secretary	15600-39100	32,620/-
Shri P.R. Sharma	Principal Staff Officer	15600-39100	41,050/-
Shri Anoop Seth	Principal Private Secy.	15600-39100	30,890/-
Shri Ananda Raman	Principal Private Secy.	15600-39100	30,460/-
Shri Ashok Kumar Sharma	Principal Private Secy.	15600-39100	30,390/-
Shri Rama Nand	Section Officer	15600-39100	27,240/-
Shri Debjit Sarkar	Assistant Library Information Officer	9300-34800	23,180/-
Shri Sampat Singh	Private Secy	15600-39100	28,050/-
Shri T.K. Barma	Private Secy	9300-34800	26,720/-
Smt. R Radhika	Private Secy	9300-34800	27,170/-
Smt. Rajbala Lohia	Private Secy	9300-34800	26,720/-
Smt. Suman Lata Bhatia	Private Secy	9300-34800	26,440/-
Shri Anil Chopra	Private Secy	15600-39100	27,220/-
Shri S. S. Bisht	Assistant	9300-34800	17,540/-
Smt Pamela Halder	Assistant	9300-34800	16,510/-
Smt Saroj Bhayana	Personal Assistant	9300-34800	25,080/-
Smt Suman lata Jaswal	Personal Assistant	9300-34800	25,080/-
Smt Renu Narwani	Personal Assistant	9300-34800	25,080/-
Shri Prakash Chander	Upper Division Clerk	5200-20200	13,290/-
Shri Sanjay Kumar Patel	Stenographer 'D'	5200-20200	10,210/-
Shri Manohar Lal	Staff Car Driver	5200-20200	14,330/-
Shri Diwakar Prasad	Staff Car Driver	5200-20200	10,310/-
Shri Ram Kumar	Staff Car Driver	5200-20200	16,630/-
Shri Surbir Singh Bartwal	Staff Car Driver	5200-20200	12,520/-
Shri Kamal	Staff Car Driver	5200-20200	7730/-
Shri Anand Singh	MTS	5200-20200	14,230/-
Shri Manoj Kumar	MTS	5200-20200	11,480/-
Shri Sarwan Kumar	MTS	5200-20200	13,980/-
Shri Naveen Kumar	MTS	5200-20200	12,190/-
Shri Kalyan Singh	MTS	5200-20200	12,190/-
Shri Manickam	MTS	5200-20200	14,220/-
Shri Ranjeet Singh	MTS	5200-20200	12,190/-
Shri Inderjeet Singh	MTS	5200-20200	11,290/-
Shri Ajay Kumar	MTS	5200-20200	11,850/-
Shri Sher Singh	MTS	5200-20200	11,980/-
Shri Sunil Kumar	MTS	5200-20200	11,850/-
Shri Om Pal	Peon	5200-20200	7,000/-
Shri Gyan Chand	MTS	5200-20200	11,850/-
Shri Sanjay Kumar	MTS	5200-20200	11,850/-

	Shri RK Meena	Peon	5200-20200	7,000/-
	Smt Lajja Devi	MTS	5200-20200	10,310/-
	Shri Atram Singh	MTS	5200-20200	10,310/-
	Shri Yogender Kumar Baitha	MTS	5200-20200	10,310/-
	Shri Ravinder Singh	MTS	5200-20200	9,890/-
	Shri Ravinder Kumar	MTS	5200-20200	9,890/-
	Shri Prem Joshi	MTS	5200-20200	9,890/-
	Shri Surender Singh	MTS	5200-20200	9,890/-
	Shri Satybir Singh	MTS	5200-20200	9,890/-
	Shri Ramesh Singh	MTS	5200-20200	9,890/-
	Shri Dharam Pal Negi	MTS	5200-20200	10,800/-
	Shri Mishri Lal Baitha	MTS	5200-20200	12,190/-

(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 2015-16 is Rs.14,03,00,000/-. 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: Dr.(Smt.) Pawan Sharma
Designation: Joint Secretary &
Law Officer

Office Address: Law Commission of India
Room No.2-B, 14th Floor,
H.T. House, K.G. Marg,
New Delhi - 110001.
Tel No. (Office) 23355745.

(xvii) **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: Dr. V.K. Singh
Designation: Deputy Legal Advisor

Office Address: Law Commission of India
Room No.3-B, 14th Floor,
H.T. House, K.G. Marg,
New Delhi - 110001.

Tel No. (Office) 23736748

ii) Name: Shri Kuldeep Kumar
Designation: Under Secretary

Office Address: Law Commission of India
Room No.4-B, 14th Floor,
H.T. House, K.G. Marg,
New Delhi - 110001.

Tel No. (Office) 23355739

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

The Law Commission of India is engaged in research and recommends legislative 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.
