



(Results-Framework Document)
for
Legislative Department
(2012-2013)

Section 1: Vision, Mission, Objectives and Functions

Vision

To enable the achievement of excellence in legislative matters for accomplishing the objectives set out in the Constitution of India and to transform the Legislative Department into the model drafting office of the Union

Mission

1. Ensuring consistency and uniformity in drafting of Government Bills, Ordinances and Subordinate Legislation sponsored by various Central Ministries and Departments with brevity, clarity and precision. 2. Standardising and categorising precedents, capacity building for efficient and timely scrutiny and vetting of Principal and Subordinate Legislation. 3. Restructuring the Institute of Legislative Drafting and Research to impart training in legislative drafting in English and Hindi by making it an institution of national importance. 4. Real time dissemination of information of Principal Legislation for the benefit of the common man.

Objective

- 1 Improving the drafting skills of the officers of the Union and the States
2. Standardising and categorising precedents for uniformity and consistency in legislative drafting.
3. Upgrading the computer skills of officers and members of the staff.
4. Dissemination of information relating to Principal Legislation.
5. Facilitating timely conduct of free and fair elections to Parliament.
6. Disposing of legislative proposals in time.

Functions

Section 2:

Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success Indicator	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
* Efficient Functioning of the RFD System	5.00	Timely submission of Draft for Approval	Early disposal of pending ATRs on PAC Reports presented to Parliament before 31.3.2012	Date	2.0	05/03/2012	06/03/2012	07/03/2012	08/03/2012	09/03/2012
		Timely submission of Results for the year 2011-12 RFD	On-time submission	Date	1.0	01/05/2012	03/05/2012	04/05/2012	05/05/2012	06/05/2012
		Review the Strategic Plan	Finalise review of the Strategic plan for the next 5 years.	Date	2.0	03/12/2012	15/12/2012	20/12/2012	24/12/2012	31/12/2012
* Administrative Reforms	6.00	Implement mitigating strategies for reducing potential risk of corruption	% of implementation	%	2.0	100	95	90	85	80
		Develop an action plan to implement ISO 9001 certification	Finalize an action plan to implement ISO 9001 certification	Date	2.0	10/12/2012	15/12/2012	20/12/2012	24/12/2012	31/12/2012
		Identify, design and implement major innovations	Finalize an action plan to implement ISO 9001 certification	Date	0.5	05/07/2012	06/07/2012	07/07/2012	08/07/2012	09/07/2012
			Beginning of Implementation	Date	1.5	05/03/2013	06/03/2013	07/03/2013	08/03/2013	09/03/2013
* Improving Internal Efficiency / responsiveness / service delivery of Ministry / Department	2.00	Implementation of Sevottam	Review and resubmission of Citizen's Charter	Date	1.0	10/12/2012	15/12/2012	20/12/2012	24/12/2012	31/12/2012
			Independent Audit of implementation of public grievance redressal system	%	1.0	100	95	90	85	80
* Ensuring compliance to the Financial Accountability Framework	2.00	Timely submission of ATNs on Audit paras of C&AG	Percentage of ATNs submitted within due date (4 months) from date of presentation of Report to Parliament by CAG during the year.	%	0.5	100	95	90	85	80

* Mandatory Objective(s)

Section 2:

Inter se Priorities among Key Objectives, Success indicators and Targets

Objective	Weight	Action	Success Indicator	Unit	Weight	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
		Timely submission of ATRs to the PAC Sectt. on PAC Reports	Percentage of ATRS submitted within due date (6 months) from date of presentation of Report to Parliament by PAC during the year.	%	0.5	100	95	90	85	80
		Early disposal of pending ATNs on Audit Paras of C&AG Reports presented to Parliament before 31.3.2012.	Percentage of outstanding ATNs disposed off during the year.	%	0.5	100	95	90	85	80
		Early disposal of pending ATRs on PAC Reports presented to Parliament before 31.3.2012	Percentage of outstanding ATRS disposed off during the year.	%	0.5	100	95	90	85	80

* Mandatory Objective(s)

Section 3: Trend Values of the Success Indicators

Objective	Action	Success Indicator	Unit	Actual Value FY 10/11	Actual Value FY 11/12	Target Value FY 12/13	Projected Value for FY 13/14	Projected Value for FY 14/15
* Efficient Functioning of the RFD System	Timely submission of Draft for Approval	Early disposal of pending ATRs on PAC Reports presented to Parliament before 31.3.2012	Date	--	20/05/2011	15/04/2012	--	--
	Timely submission of Results for the year 2011-12 RFD	On-time submission	Date	--	--	03/05/2012	--	--
	Review the Strategic Plan	Finalise review of the Strategic plan for the next 5 years.	Date	--	--	15/12/2012	--	--
* Administrative Reforms	Implement mitigating strategies for reducing potential risk of corruption	% of implementation	%	--	--	95	--	--
	Develop an action plan to implement ISO 9001 certification	Finalize an action plan to implement ISO 9001 certification	Date	--	--	15/12/2012	--	--
	Identify, design and implement major innovations	Finalize an action plan to implement ISO 9001 certification	Date	--	--	06/07/2012	--	--
		Beginning of Implementation	Date	--	--	06/03/2013	--	--
* Improving Internal Efficiency / responsiveness / service delivery of Ministry / Department	Implementation of Sevottam	Review and resubmission of Citizen's Charter	Date	--	--	15/12/2012	--	--
		Independent Audit of implementation of public grievance redressal system	%	--	--	95	--	--
* Ensuring compliance to the Financial Accountability Framework	Timely submission of ATNs on Audit paras of C&AG	Percentage of ATNs submitted within due date (4 months) from date of presentation of Report to Parliament by	%	--	--	95	--	--

* Mandatory Objective(s)

Section 3: Trend Values of the Success Indicators

Objective	Action	Success Indicator	Unit	Actual Value FY 10/11	Actual Value FY 11/12	Target Value FY 12/13	Projected Value for FY 13/14	Projected Value for FY 14/15
		CAG during the year.						
	Timely submission of ATRs to the PAC Sectt. on PAC Reports	Percentage of ATRS submitted within due date (6 months) from date of presentation of Report to Parliament by PAC during the year.	%	--	--	95	--	--
	Early disposal of pending ATNs on Audit Paras of C&AG Reports presented to Parliament before 31.3.2012.	Percentage of outstanding ATNs disposed off during the year.	%	--	--	95	--	--
	Early disposal of pending ATRs on PAC Reports presented to Parliament before 31.3.2012	Percentage of outstanding ATRS disposed off during the year.	%	--	--	95	--	--

* Mandatory Objective(s)

Section 4: Description and Definition of Success Indicators and Proposed Measurement Methodology

- Early disposal of pending ATRS on PAC Reports presented to Parliament before 31.03.12

This indicator reflects the early disposal of pending ATRs on PAC Reports presented to Parliament before the specified date.

- On-time submission of Results of RFD for the year 2011-12

This indicator reflects the timely submission of the achieved Results of RFD for the year 2011-12.

- Finalising the review of Strategic Plan for the next 5 years

This indicator measures the finalisation of review of the Strategic Plan for the next five years which will help the Department to identify the strategic plan of action for the period

- Implementing mitigating strategies for reduction of potential areas of corruption

This indicator will help the Department to identify potential areas of corruption and to implement strategies to reduce the same.

- Finalising Action Plan to implement ISO 9001 Certification

This indicator measures the Action Plan of the Department to implement ISO 9001 Certification in phases

- Reviewing and resubmitting Citizen's Charter

This indicator will help to review and resubmit the Citizen's Charter towards the implementation of Sevottam

- Independant Audit of implementation of Public Grievances Redressal System

This indicator will help to have independant audit of public grievances redresssal system in the Department

- Percentage of ATNs submitted

This indicator refelects the percentage of ATNs submitted within due date (four months) from the date of presentation of Report to Parliament by CAG during the year

- Percentage of ATRs submitted

This indicator shows the percentage of ATRs submitted within due date (six months) from the date of presentation of Report to Parliament by PAC during the year.

- Percentage of outstanding ATNs disposed of

This indicator shows the percentage of outstanding ATNs disposed of during the year.

- Percentage of outstanding ATRs

This indicator shows the percentage of outstanding ATRs disposed of during the year

Section 5: Specific Performance Requirements from other Departments

1. Comptroller and Auditor-General of India/Ministry of Finance- Receiving ATRs on PAC Reports and ATNs presented to Parliament. Timely receipt of Reports will help Department to dispose of ATRs and ATNs early.
2. Independent Audit - The engagement of independent auditor on implementation of public grievance redressal system. Timely engagement will help early completion of independent audit.
3. Implementation of ISO 9001 Certification - Appointment of Consultant. Timely appointment of Consultant will help the Department in early implementation of ISO 9001 Certification.

Section 6: Outcome/Impact of Department/Ministry

Outcome/Impact of Department/Ministry	Jointly responsible for influencing this outcome / impact with the following department (s) / ministry(ies)	Success Indicator	Unit	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15
1 Disposal of ATRs on PAC Reports and ATNs	Parliament Secretariat	Disposal of ATRs on PAC Reports and ATNs	Date		30/04/2012			
2 Enagagement of Independent Auditor	Performance Management Division	Enagagement of Independent Auditor	Date			31/12/2012		
3 Appointment of Consultant for ISO 9001 Certification	Performance Management Division	Appointment of Consultant for ISO 9001 Certification	Date			15/12/2012		