

No.B.12020/1/2019-GAD
GOVERNMENT OF MIZORAM
GENERAL ADMINISTRATION DEPARTMENT

N O T I F I C A T I O N

Dated Aizawl, the 22nd November, 2019

In pursuance of this Department's Notification No.B.12020/1/2019-GAD dt.21.5.2019, and in the interest of the public service, the Competent Authority is pleased to lay down the following terms of reference for the 14 Socio-Economic Development Programme (SEDP) Boards constituted by the Government of Mizoram with immediate effect and until further order.

- 1) The term of office of the Board, unless sooner dissolved, will be five (5) years from the date of constitution of the Board or till the end of the Ministry constituting it, whichever may be earlier.
- 2) The Board shall determine and prepare its own course of action by adopting or making resolution(s) in its meeting(s) for achieving the goals set forth in the SEDP or as may be specified by the Chief Minister, Mizoram from time to time.
- 3) The Board may deliberate and decide on projects proposed for funding through various sources by following established procedure. The Board may guide, oversee or monitor the Department(s) concerned in implementing of such projects.
- 4) The Chairman shall preside over the Board meetings. However, in his absence, the Vice Chairman shall preside over the Board meeting which has been scheduled with the consent of the Chairman.
- 5) The Secretary of the Board shall prepare the agenda for the meeting and circulate it to all concerned well in advance, record the proceedings and minutes of the meeting and he shall take all necessary action(s) in pursuance of the resolution(s) adopted in the meeting.
- 6) The Vice Chairman shall have his own office as allotted to him by the Government in the discharge of his duties and functions as such. The Vice-Chairman shall be assisted by personal staff consisting of 2 (two) Lower Division Clerks (one of which may function as the Personal Assistant to the Vice Chairman) and 2 (two) Group D staff which may be provided by the Department connected with the affairs of the Board from their existing pool of staff. In case the concerned Department is unable to provide these staff from their existing pool, the Department may propose for engagement of these staff on Muster Roll basis, from amongst persons having the prescribed qualification, the period of engagement of which will be co-terminus with the tenure of the Vice-Chairman.

- 7) The Chairman being a Minister/Minister of State will not be given any allowance/benefit(s) in addition to what he receives in his capacity as a Minister/Minister of State.
- 8) The Vice-Chairman, who is a sitting MLA, shall not be entitled to separate salaries and allowances other than what he gets as Member of the Legislative Assembly under the Mizoram Salaries Allowance and Pension of the Members of the Legislative Assembly Act, 1999, as amended from time to time.
Provided that the Vice Chairman who is not a sitting MLA shall be given honorarium amounting to Rs.40,000/- per month.
- 9) The Vice-Chairman shall be paid sitting allowances amounting to Rs.1000/- per day during the sitting of the Board.
- 10) Official landline telephone at the office shall be provided to the Vice-Chairman of the Board. In addition, telephone/mobile phone allowances of Rs.1000/- per month or actual bill amount whichever is lower may be provided.
- 11) The Vice-Chairman shall be given the rank and status of a Minister of State for protocol purposes.
- 12) Members of the Board shall be entitled to sitting allowances at the rate of Rs.1000/- per day.
- 13) Two pool vehicles shall be provided for every Board.
- 14) For the Vice-Chairman and Members, TA as admissible to Class-I officer may be admissible.
- 15) The expenses related to the Board shall be borne by the concerned Department. In case there are more than one Department with the Board, the Department determined by the Government shall meet the expenses.

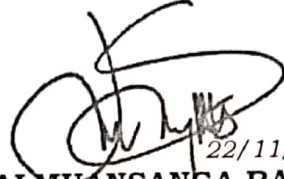
Sd/-ASHISH KUNDRA

Commissioner & Secretary to the Govt. of Mizoram
General Administration Department

Memo No.B.12020/1/2019-GAD : Dated Aizawl, the 22nd November, 2019
Copy to:

1. Secretary to Governor, Mizoram.
2. P.S. to Chief Minister, Mizoram.
3. P.S. to Deputy Chief Minister Mizoram.
4. P.S. to Speaker/Ministers/Deputy Speaker/Minister of State/Vice-Chairman, State Planning Board, Mizoram.
5. Sr. P.P.S. to Chief Secretary, Govt. of Mizoram.

6. All Principal Secretaries/Commissioners/Secretaries/Special Secretaries, Govt. of Mizoram.
7. All Vice-Chairman of SEDP Boards, Mizoram.
8. All Administrative Departments, Govt. of Mizoram
9. All Heads of Departments, Govt. of Mizoram.
10. Chief Controller of Accounts, Accounts & Treasuries, Mizoram
11. Accountant General, Mizoram.
12. Controller of Printing & Stationeries, Mizoram with 6 (six) spare copies for publication in Mizoram Gazette.
13. Guard file.



22/11/2019

(LALMUANSANGA RALTE)

Under Secretary to the Govt. of Mizoram
General Administration Department