

**THE MADHYA PRADESH GRAM PANCHAYAT  
(TERM OF OFFICE OF MEMBERS OF STANDING  
COMMITTEE AND PROCEDURE FOR THE  
CONDUCT OF BUSINESS) RULES, 1994**

**C O N T E N T S**

1. Short title.
2. Definitions.
3. Standing Committees.
4. Term of member of Standing Committees.
5. Casual vacancy.
6. Secretary of Standing Committee.
7. Meeting.
8. Chairman of Meeting.
9. Quorum.
10. Decision of questions by majority of votes.
11. Decision of certain matters.
12. Rules of Gram Panchayat to apply.
13. Minutes.
14. Control by Gram Panchayat.
15. Repeal.

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[Notification No. 1512-2253-XXII-P-94, dated 16th September, 1994, published in M.P. Rajpatra, Extraordinary, dated 16th September, 1994, p. 1592 (2) - (4)].-In exercise of the powers conferred by sub-section (1) of Section 95 read with sub-section (3) of Section 46 of the Madhya Pradesh Panchayat Raj Adhiniyam, 1993 (No. 1 of 1994), the State Government hereby makes the following rules, the same having been previously published as required by sub-section (3) of section 95 of the said Act, namely:—

**1. Short title.**-These rules may be called the Madhya Pradesh Gram Panchayat (Term of Office of Members of Standing Committee and procedure for the Conduct of Business) Rules, 1994.

**2. Definitions.**-In these rules, unless the context otherwise requires,-

(a) "Act" means the Madhya Pradesh Panchayat Raj Adhiniyam, 1993 (No. 1 of 1994);

(b) "Section" means a section of the Act.

**3. Standing Committees.**-(1) Every Gram Panchayat may from amongst its Panchas constitute the following standing committees, namely:—

(a) **General Administration Committee.**-For all matters connected with establishment and service of Gram Panchayat administration, approval of construction plan in Gram Panchayat Area, Budget, Accounts, Taxation and other finan-



cial matters, land Development and Protection, Food and Civil Supplies, Revenue, 20 point programme and all other matters assigned to the Gram Panchayat and not allotted to any other committee.

- (b) **Construction and Development Committee.**-For planning, managing, implementation and supervision of all construction works in Gram Panchayat area, planning, budgeting and implementation of layout, schemes and programmes, improvement of communication of all types, special emphasis of development of village, cottage and Khadi Industries, gardens and parks specially for women and children, proposing self projects for future construction, Rural electrification, forest, public health engineering, dairy, agriculture and irrigation.
- (c) **Education, health and social welfare committee.**-For inspection of all schools in the Gram Panchayat area, certification of attendance of teachers during the previous month by the 5th of every month, promotion of and assistance for non-formal education, adult literacy, promotion and inspection of all welfare schemes including ICDS Anganwadi, Balwadi and Social Security Pension, Vaccination and family planning programme, inspection of health and family welfare schemes and health centres in Gram Panchayat area and certification of their attendance, formation and implementation of welfare Scheme for socially backward and handicapped sections and persons of the society, hygiene and sanitation in Gram Panchayat area. Women and Chief Development, Social Welfare Development and Social Programmes for Scheduled Castes, Scheduled Tribes and Other Backward Classes and for those who are below poverty line, Fishery, Sports and Labour.

(2) Every Committee shall consist of four members who shall be elected by the Panchas from amongst themselves in a meeting of a Gram Panchayat specially called for the purpose. The Sarpanch and Up-Sarpanch shall be ex-officio members of all the Committees.

(3) The Sarpanch shall be the Chairman of all the Committees.

**4. Term of member of Standing Committees.**-The term of the Chairman and members of the Standing Committee of a Gram Panchayat shall be the same as that of the Gram Panchayat.

**5. Casual vacancy.**-In the event of death, resignation or dis-qualification of any of the members of Standing Committee or on his becoming incapable of acting before the expiry of his term of office a casual vacancy shall be deemed to have occurred in such office and such vacancy shall be filled in as soon as practicable in the manner indicated in rule 3 (2).

**6. Secretary of Standing Committee.**-The Secretary of the Gram Panchayat shall be the ex-officio Secretary of Standing Committee.

**7. Meeting.**-(1) Each standing committee shall ordinarily meet at least once in every month for the transaction of business at the office of the Gram Panchayat or at any other place on such date and at such hour as the Chairman of such Committee may determine.

(2) Notice of every meeting specifying the date, time and place thereof and business to be transacted thereat shall be given to each member and exhibited at the Gram Panchayat Office, three clear days before the date



of the meeting.

(3) The date of meeting under sub-rule (1) shall be so fixed that it does not conflict with the dates of meetings of other Standing Committees.

**8. Chairman of Meeting.**-Every meeting of a Standing Committee shall be presided over by the Sarpanch and in his absence by the Up-Sarpanch.

**9. Quorum.**-(1) The quorum for a meeting of the Standing Committee shall be one half of the members constituting the Standing Committee, for the time being.

(2) If there be no quorum present at a meeting, the presiding authority shall adjourn the meeting to such date and time as may be fixed by it and notice of the meeting so fixed shall be pasted in the office of the Gram Panchayat.

(3) No quorum shall be necessary for such postponed meeting but no new subject for consideration may be brought before such meeting.

**10. Decision of questions by majority of votes.**-All questions brought before any meeting of Standing Committee shall be decided by the majority of votes of the members present and voting. In case of equality of votes the presiding authority at the meeting shall have a casting vote.

**11. Decision of certain matters.**-(1) A Standing Committee shall primarily take decision only in regard to matters entrusted to it. If the matter involves financial implications it shall refer the matter with its recommendations to the Gram Panchayat for further consideration.

(2) Where any matter concerns more than one Standing Committee, it shall be placed before the Gram Panchayat for the decision.

**12. Rules of Gram Panchayat to apply.**-Rules for conduct of business of the general meeting of the Gram Panchayat shall as far as may be applicable to the meeting of the Standing Committees.

**13. Minutes.**-(1) The proceedings of the meeting of each of the Standing Committees shall be recorded in a minute book to be maintained for the purpose.

(2) The presiding authority of the meeting shall sign the minute book as soon as practicable after the meeting is over.

(3) The minute book shall be placed before the Standing Committee in its next meeting, for confirmation unless it has in the meantime confirmed in the meeting of the Gram Panchayat.

**14. Control by Gram Panchayat.**-(1) The proceedings of the Standing Committees shall be laid before the Gram Panchayat in the meeting held next after the meeting of the Standing Committee.

(2) The Gram Panchayat may at such meeting confirm the decision of the Standing Committee or give such direction as it may deem necessary.

**15. Repeal.**-The Madhya Pradesh Panchayats (Term of Office of Members of Standing Committee and Procedure for the Conduct of Business) Rules, 1991 are hereby repealed.

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