

**BUREAU OF ENERGY EFFICIENCY (PROCEDURES FOR CONDUCT OF BUSINESS OF
THE GOVERNING COUNCIL) REGULATIONS, 2005**

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ufö I iFfi I (2) föål 3 (4) fäÄvå fäg *Ifirfä BUREAU OF ENERGY EFFICIENCY NOTIFICATION New
Delhi, the 27th September, 2005 F.No. 02-11(I)/03-BEE.—Whereas draft of the Bureau of Energy
Efficiency, Procedure for conduct of Business of the Governing Council Regulations, 2004 was published
vide notification No. 02/11(I)/03-BEE dated the 6th July, 2004 in the Gazette of India, Extraordinary, Part
III, Section 4 as required under sub-section I of Section 58 of the Energy Conservation Act, 2001 (52 of
2001) for the information of all persons likely to be affected thereby; And whereas notice was given that
the said draft regulations will be taken into consideration together with any objection or suggestion
received on or after the expiry of a period of forty five days from the date when the Gazette copies were
made available; And whereas the Gazette copies of the said draft regulation were made available to the
public on 6th July, 2004; And whereas no objection or suggestion with respect to the said draft has been
received within the period aforesaid; Now, therefore, in exercise of the powers conferred by sub-section
(2) of section 58 of the Energy Conservation Act, 2001 (52 of 2001), the Bureau of Energy Efficiency with
the previous approval of the Central Government, hereby makes the following regulations, namely Short
title and commencement - (1) These regulations may be called the Bureau of Energy Efficiency
(Procedures for Conduct of Business of the Governing Council) Regulations, 2005 (2) They shall come
into force on the date of their final publication in the Official Gazette

**2. Definitions - (1) In these regulations, unless the context otherwise requires, (a) "Act" means the
Energy Conservation Act, 2001 ; (b) "Director General" means the Director General of the Bureau
appointed under sub-section (1) of section 9 of the Act; 4 3.4. 5. 6**

**7. THE GAZETTE OF INDIA : EXTRAORDINARY [PART 41 (c) (d) "Member-secretary" means
the member secretary of the Governing Council appointed under sub-section (1) of section 4;
"section" means a section of the Act; 'Year" means the period of twelve months beginning with, the
1st day of January and ending with the 31 st day of December.**(2) Words and expressions used herein
and not defined but defined in the Act shall have the meaning respectively assigned to them in the Act.
Date and time of meeting (1) The Governing Council of the Bureau of Energy Efficiency shall meet at
least twice in a year. (2) The member-secretary after consultation with the Chairperson shall fix the date,
time and place of a meeting of the Governing Council. Notice of meeting- (1) Each member shall be given
in writing seven days clear notice of a meeting fixed under regulation, 3 and the agenda of business to be
transacted therein at his registered or usual address: Provided that in the case of urgency a special meeting
may be convened at a short notice informing each member of the business to be transacted and reasons for
convening such meeting. Quorum and procedure at meeting.- (1) The quorum necessary for transaction of
business at a meeting of the Governing Council shall be one third of the total number of members of the
Governing Council. (2) If at any meeting there is no quorum, the Chairperson shall adjourn the meeting
and fix another date. (3) When a meeting has been adjourned under sub-regulation (2), on the other date
fixed for the meeting, only the business of the adjourned meeting shall be transacted and the provisions of
sub-regulation (1) shall not be applicable. Minutes of the meeting. - (1) The member secretary shall draw
the minutes of the meeting and record the same in minute book kept for this purpose. (2) All the records in
respect of meeting shall be signed by the member-secretary. (3) A copy of the minutes of each meeting
shall be sent to each member Conduct of business by the Committee. — (1) (2) In case of committee set up
by the Governing Council to assist it in the conduct of its business, the quorum to constitute a sitting of
such committee shall be one-third of the total number of members of the committee. 'f at any meeting of
the Co mittee there is no quorum, the Chairperson of the Committee shali adjourn the meeting to another
date to transact the business of e adjourned meeting. (3) (4) (5) The provisions contained in regulation 6

shall also be applicable in case of meetings of such Committees. The Governing Council may issue directions to the Chairperson of the Committee for regulating other procedure, not covered under these regulations. The provisions contained in section (5) of the Act shall be applicable. V.S. VERMA, Director General [Advt. III/IV/185/2005/Exty.] Printed by the Manager. Govt of India Press. Ring Road. Mayapuri, New Delhi-1 10064 Published by Controller Of Publications. Delhi-110054.

