

## WEST BENGAL KHADI AND VILLAGE INDUSTRIES BOARD RULES, 1960

Calrlttta '12.9 (68ZPtP& 10] Extraordinary Published by Authority MONDAY, AUGUST 1, 1964) Ne. 595b 1882 •PANT and Notifiua0M by the. Wet Bengal, Nie High GovernmÄt Traary, GOVERNMENT OF WEST COTTAGE AND SMALL SCALE INDUSTRIES DEPARTMENT KHADI AND VILLAGE INDUSTRIES RULES, 1960. exereiwe of the »ow.erg conferred by Noction of the West BenguX Kluull ond Village Inåudree Bourd AOt, 195T (West Bc-ugal XIV of 1959), the Governor pleased hereby to muke thc following rules, namely : — I. Short ruleg may be •culled the Weet Bengul Khadi uud Village Induxtries Board Rule», 1960

**2. Dennitgonsn**—lu thebe rules, unlegx the context. otherwise requires—— (a) t 'the Act'? nueut1B the Beugai Khad& ond. Village Indugtriea Act, 1959 (West of Inenng the Board utublibhed under 8ectzon 3; (b) 'i he. Ronrd•" means- tho Cltatnnau of tho •l)ourd appointed undqr "Chonnnxan' (o) eub-gection (2) ot Hectiou 4; "Exeeutiße Offcer" mean\* the Executive O{.Heer• of the ya (d) appointed under seötion 5; "Form" form appended to• thew rules ; (e) f 'fiuuxeitbl year" meang the year commencing Dii the April; ieétioit ' t lie Secretary of the Boarcl (h:) sub•gecti01) (d) of xee.tiou 4 1953 31 offä l:hae• : 6 GAZETTE; AUGUST 1, L9GO CIIAP'I'wn 111 POWER8 op (hlAIRUAN, AND F,XF.CUT'XVE OFFICER 0. Powers Of Tho Chairman shall bo rogonNibLe for the proper functioning of the nounl and tho ilnplementati0D of it8 deeiRionN and di8(harge of itN dutieg under the Act. (2) [n particular the Choirman 8ball—— @) cause the important papere and nibtters to be pregented to the Board early practicable ; (b) ieguo directionß ag to the method. of carrying out the deci8iong of the Board; main(ain or ('RU8e {o be muininined un account of the and expendituro of, the Jonrd; tmd (d) pre8ent a (Il'bft annual report, of the working of the Board to the Board for approval and Bubmit the report a" approved by the Board to the State Government. The report approved by the Board shall be circulated to the members of the Board foc their information. (3) The Ohuirman shall exercise udminigtrative control over all depart-menu ond offcerg of the Bourd. (4) The Chairman Inny ynnotation expenditure on ('Ænlingencies, gupplie8 and aervice8 and pure,IL08e of anticles required for {he working of the, offiea of the Board and for the execution of measurog in furtherance •of the object ot the Act, 8ubject to neceR8ary provi8ion8 in the budget, 10. of the Secretary of the Board.H1) The Secretary work under the general control of the (}hLirmun who may entrugt to him any or all of the following powen and duties— (i) convening of meeting8 of the Board under the directions of the Choirman ; (ii) drawing up agendu for each meeting under the directiong of lhe Chairmau and supplying the Btnne. to eueh member of the Board along with the notice of the meeting; (iii) maintenance of the minutes of {Ire meeting of the Board ; (iv) furnishing to the Stote Governmen,t• ult report\* including annuul report8 and •returns End neeeagnr,v doettmentR required under the Aot or these rules; With the Executive (offcer. (2) 'J'he Secretary keep a record of the memborg Df tho Board und their addresgex. If member ehnnge8 hit\* Rd(lre88, he Shull notify hig new addN8R to the Suctetary who Bhall thereupon enter hig new uddNRf4 in the ree,ord. But if {be member foils to no{ify hiB new Rddregx, the address DII the officinl recordB for all purpoæy be deemed to be the munber'g addreu

**11. Powers of the Executive Officer, work under the control of the Chairman- or under the directions of the Secretary.** He shall be entitled to attend all meetings of the Board but shall not be entitled to vote. shall— (i) carry out, supervise and control the work of officers and servants employed by the Board ; (ii) implement the decisions taken by the Board; (iii) frame annual budget estimates and supplementary budget estimates under the direction of the Secretary and place them before the Board ; (iv) administer the Contributory Provident Fund of the Board when established ; (v) sanction expenditure to the extent of powers delegated to him by the Board from time to time; (vi) recommend for consideration (both grants and loans) and place them before the Board for sanction ; (vii) have the right to refer to the Board any matter having financial implications which in his opinion ought to be brought to the notice of the Board ; (viii) have the right to record his view on every proposal involving expenditure from the fund of the Board prior to the consideration and approval of such proposal by the Board ; (ix) have the authority to advise the Board that particular decision affecting the general financial policy of the State Government should be referred to the State Government for consideration ; and (x) undertake such other duties and exercise such other powers as may be assigned to him by the Board or the Chairman, ANNUAL PROGRAMME, ACCOUNTS 12. Annual The programme of work referred to in section 15 shall be prepared by the Board during every financial year, for the next financial year in



3 / 7

**18. Power to advance INns.**—The Board adv. nee loans in uccordance with and ut rates and ou termg 8anetioned by the State Govern- ment in respect of eueh industry frc.,rn tinue to time, 19. Power to Bourd may, with the previoue sanction of the State Government, borrow on Lhe geeurity of its fundB or cssetR.

2(). Powe to write Off The Board may write off [0880B up to 118, 1,000 per onntnn in thb following cages

(n) 1088 of irrecoverable volue of Biorea or of public money due to theft, fraud or the negligence of individualg or other cages.; (b) 1088 of irrecoverable udvance other than lounN; and (e) deficiency und depreciation in the vuluo of Btoreß Bubjeet to tho ennditionß— (i) that the 1088 does not, disclose u defe('t Df BYBtem, the amendment of which requires the ordere of the Stute Government; and (ii) that thero not been. any aerioug negligence on the purt of individual employee or employeea. of (he Board which might po"ibly cull for disciplinory action requiring the orderg of the State Government. (2) The Board ghall inkc 8ttitcblo netion the persong rexponaible for the 1058 und gend a report to Government ou the netlou token. Ecréption.—Nothing contldned in ihiB Tule Bhull apply to 10BBe8 0fQILNiünéd, lonnx. Sum,tion ot the State, Government shall' be obtained befpre are writiéu of. 21. 'Custody of common seal.—The comntou geal of the Bourd 8ball reinoiu. iu {lie eti8tody the Wxecutive Offeer of the Board,



FORM No. 1 [See NIB 12(1)] Program of the work (i) Particulars of schemes or works which the Board propose to execute during the next following year. (ii) Particulars of the undertakings which the Board to organise during the following year. (iii) Areas selected. (iv) Manner in which the schemes/the works/the undertakings are to be carried out. (v) Whether the areas selected are suitable for the purpose. (vi) Staff and servants already employed, (vii) Additional staff and servants to be employed during the year. (viii) Estimated Expenditure. (ix) Estimated Receipts. (x) Schedule of the staff and servants.

No. 11 [See rule 12(2)] Supplementary Programme of the work (i) Particulars of additional schemes or works which the Board propose to execute during the next following year. (ii) Particulars of additional schemes/works/undertakings which the Board propose to organise during the following year (iii) Areas selected. (iv) Manner in which the additional schemes/works/the undertakings are to be carried out. (v) Whether the areas selected are suitable for the purpose. (vi) Additional staff and servants to be employed for the scheme during the year. (vii) Estimated Expenditure of supplementary programme. (viii) Estimated Receipts of supplementary programme, (ix) Schedule of additional staff and servants.

NO. 111 Budget Form [See rule 103 of the Act of three years. Budget estimate of the current 1955 for the first six months of the previous year, 6 estimate of the current year. 1955 1956 Budget estimate for the next 1956 Proposed by Finance Committee. 7 by the Board. 8 Passed by Government. 9 by Committee. 10 by Board. Government. 12 RECEIVES of (b) Surplus of Earnings (c) of Amba Cloth Grana, etc.— (a) State Government. v.l.c- (d) - Other (g) from 1. Interest—re-nipta 7. Deposits and advances— (a) Loans from State Government—loans from (e) Dqmt8 Total Receipts Grand Total 13 Heads. EXPENDITURE General (a) Pay of P.W.: of (i) 'Clerks'. (ii) Allowances and honoraria— (i) Travelling and (ii) House and other (iii) expenses Supplies; and 'Parnitum' grant (b) 'Library' Prizes. Under grant-in-aid, (b) SEIPNDs (c) for building (d) Special for programme B&Lathip and 'ipendg (sy BaMing8 (b) Repairs (s) of, (b) far to weavers. (c) to— (iii) Grui to Ambar (e) and unfgræn (f) r&nd Lous Aetuk of the preceding three 1953 at the end of the current year, 5 Aetuk for the first six months of the previous year 1956 Revised estimate of the current year, 19 Proposed by Board for the next year, 19 by the Finance Committee. by the Government. Proposed by Committee. 10 Confirmed by Government by 12 13 8 9 3. 4, 5, 8 NO. IV Supplementary Form See rule 13(2)] Actuals of the, 1955 1956 Budget with estimate of current 1955 Actual for the first six months of the previous year 1956 Revised estimate of the current year 1956 Proposed by Board for next year Confirmed by the Finance Committee. by the Board. 3 4 Government. 9 by the Committee. 10 by the Government. 12 13 L (b) • Sale of Amba (b) Rate of Ambar yarn (c) rate of 0.10th (d) Tidion fez IL Grznt8, (a) Grant-in-aid from State Government. (b) Grant-in-aid from Village Industries Commission. (c) Additional grant (d) Other; (O) Development programme. (f) Contribution from (g) from (b) • 'o'tiz receipt' mite, Aepodita and 'dvanoe— Loans from State Government— Income from other sources (o) Total Receipts OpnID8 balance Grand Total Actual or preceding three 1955 1956 Budget estimate of the current year 5 Actual first six months of the previous year, 1956 Revised estimate of the current year 1956 Confirmed by Budget estimate for 1956 Confirmed by the Finance Committee by Board. 8 Government, meat. 9 by the Finance Committee. 10 by 11 Cover— me-nt. 12 3. 4. 5. 7

**8. EXPENDITURE** (i) **CkyrEA (ii) \*rvants {iLi)- Technical at'.ff (e) (d):** arid honoraria— (i) TruveÜing uxd eonve\$aneø (ii) \*ent and other Offoe Contihwnclææ, expmseæ .ud mieeelloneouß. • Suppriu;ud servicøe— grants .•LibFary græt.a P•åiea• (d) Ot.børehzræa . - etc.— Grunt-in-aid:ru.løe . (b) Stipend to. •Spçiäl. gruta for bu.i-t&gs.. (d) for D8æelopmea% Scholarehipe uld stipends Wokke•—. •Buildinge (a) Grait far encouragement to wøavera. PariBhramalayu Gmht •to Ambar- eoug and.un%ræeen (f) mfiznd 6 PART 1 CALCUTTA NO, V [See rule 14(1)] Annual l. Introductory— @) Nome of the achemeg/workblundertakings (Indugtry-wige). (b) Brief description, (c) SchemoRlvork81undertBkingg in operation during the (i) Administrative ospaet8. (ii) Technical a8pects (Training, etc.) 1960 current (d) Progre88 of tho gcheme and programune for the next year with the Five-Yeor 2. 3. 4. 5. special reference to training of penon.nel and Plan. QhungeH in eonnection of the Board, if any, MeetingB of the Dourd und Stauding Committee, AdminiBtrovivo review. General remarks. Nomo of tho scheme. FORM NO, VI [See rule 14(2)] Form for Quarterly Report Brief description Amount of grant of the Boheme•l guwlionod for the "'homo with works or undertaking. 3 Govorrmt Rowiution No. and dotm 4 Amounts drBwn durmg the und of toe provjoug q ltrør. 6 Amount drawn durmg {ho quarter. 6 Total amount ,drewn (total of column Noii 6 •arid 6). 7 Balonoo of grant tsvBilBble • fur exponditum'. 8 PQBition of tho zrhemo Dt the ond of Lbe•prøvioue qumrtor (into Progrogs mudo during the qu8rtar (into figurea). 10 Brozd outlino of programme for tho nexb quarter. O AUGUST 1, Datai(t Bnnctionod poy of tho pt.~. 1900 Nome ond doeception of the member of 2 Increm•onb føihng due vitliin sear. Minimum, Muxnnun. 3 pay cf •tho pouE.~duo on 1Bt April next yær. (c) At tubl pzy for the the rata m column •8(0). 4 Data of increment, (b) Rooooipt.\*f (boil\* -u zu the budget). 1 Rato- of increment. (b) 6 Budget 2 Amount of increment Eor yoer, (c) BpopiBl poy ur other anowunee rlaud os poy. for tho yogi', of c•oltnnna 4, 5(o) and O. yunnarUg, If nny. 'B NO. VII (See rule 15(1)] Annual Statement of Accounts, Proviønn your. 8 Year of aaount, 4 Budgot Expenatturø estxmute. (heads xn .1 Budget). 5 6 Previoia yeøre 7 Your of occounb, 8 for. Ofthis with opening of West Bengal' Khadl 111 [See rule Cash Item,ar Serial No. From røoeived. RECEEPB.' Ptrticulaaa. ovæ Amount. Initu authority. Date. Voucher SeriB1 No. Thom DISBURSEMEX\*IS. head Thich debitable. Bought forward. over. A.motmt Bank- Initiak of authority. 1966 Til P, CA I,CUTTA GAZETTE, rev1 1, 1960 FORM No [See rule 15(2)} Subsidiary Account to Cash Book, (PART Nuno of gohnmo, •• Per:od of Sohome Roomng t1Bbd/ty Non reourtmg .ilbbil.tty • DoEu1R, if any DISBURSEMENTS. Amount Dato. No. Vouohur Head of Account. To Thom paid. 'Claulfi•d Abstract of Moy Cub, Carned over. FORM No, X (PART [See rule receipts, 19 Progreæjvo Total. Bank. 19 Marah Vouohar Amount rn1tdB13 of reepomblo nuthömty, Progroæave Total". Voughcr Amount. Voucher Amount\*

FORM No. X (PART 11.) [See rule 15(2)] Classified abstract of disbursement for liiilliiil Serial No. o PART 11 (Counterfoil) TEE CALCUTTA GAZETTE, EXTRAORDINARY, AUGUST 1, 1900 FORM No. XII rule 15(2)] Receipt for payments to the Board 1909 Receipt Received from. on 8000unt of Received from Rupoe on account of CBJhier and A@ountant. FORM No. XIII [See rule 15(2)] Register of Cheque KHADI AND VILLAGE INDUBTR{ES BOARD o Place Dote Bengzl Khadi and Villego Indugbnae Board. ('Aer orid Aooountant., Nurnber of ohequo Seoretory, Weet Bengal Khadi and Village Industries Inxtlblr of tho Bootetary. Dato of oom\*tion. Dated of the Accountané for havzng roetved nnd exwnined tho oountorfoi. Ie FORM No. XIV rule 15(2)] Regist\* of Stock of Renipt Books Noabrna NO'. To igsued. by the by tho Date. No. of books. (14) Stock From 'bom reoeived. (2) No. •nd dAtø oft2E cation Vith •which rewived.. (3) No. of booka (euh form) moeivod- (4) Number of receipt forms (5) Noi or (0) No. of forms iazued. (10) Daud initiab of the zacountaat. booka- (6) forms. (7) (8) by book\* (n) Balance in •tock Nc». borx:E by tho NM, bone by mo•ipt forgx•. books. (17) Initi•l of the S«nu.ry. No. of ræoipt forms. (15) •borna by the forznz. (19). THE CAICITTTA GAZETTE, EXTRAORDINARY, AUGUST 1, 1960 1971 6 188uing authority. 1 CALCUTTA GAZETTI",. AUGUST 1, FORM No. 15(2)] Register of Advances—PermanentlTmporary FORM No, XVII [See rule 15(2)] 1900 Annual Accounts - for the year 19 RECEIPT .19 Relating to grant for EXPENDITURE Remarkß. 11 Rorngkr8, of aooountt Oponini.b•lgnoo Rweipt during the year. Grænt. Orignzl. Net. Payment, Head of EXPendiLure during tho aooount. Ex00'B or eavingg over not grant, Cloaing bblonee 11. Par\*ularg of and temporary, outat.and.ing ot the end of the year Partioularøn 111. Particulars of Mour'iøs, øto. Particulorg ofgeauritieg IV. Partioufi'ro of ohing balanou— Fgce AmounO Purohue value Approximato market value. Secreter, Bengal Khadi •nd Villge Industria Board, AUDIT CERTIFICATE Cert,ißed tbai the 'bovo. hove beQ audited and found eoFmci. Auditor/Acoountmt.GøaeraI, & Bengal By order of the Governor, R. GUPTA, 800'. Govt. of Bongsl. Printa pablidd by tho Government.. PriātiD', Weae Bengal, •t Wet Gövernment

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