

The M.P. Municipalities Correspondence Rules, 1962

MADHYA PRADESH

India

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Rule

THE-M-P-MUNICIPALITIES-CORRESPONDENCE-RULES-1962 of 1962

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The M.P. Municipalities Correspondence Rules, 1962Published vide Notification No. 58-U-18, M.P. Gazette, Part 2, dated 13-4-1962 at p. 146

1. Short title.

- These rules may be called the Madhya Pradesh Municipalities Correspondence Rules, 1962.

2. Definitions.

- In these rules, unless the context otherwise requires :-(a)["Deputy Director" means the Deputy Director of Local Bodies in charge of the area in which the Council is functioning] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.](b)["Director" means the Director of Local Bodies, Madhya Pradesh]] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.];(c)"Schedule" means a Schedule annexed to these rules;(d)"Section" means a section of the Madhya Pradesh Municipalities Act, 1961.

3. Council to correspond through the [Deputy Director] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.] and [Director] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.].

- [(1) Except in matters which require immediate attention of the State Government or Director or in cases where the State Government or Director has, by a general or special order, specifically directed a Council to send any correspondence direct to the State Government or Director all correspondence between the Council and the State Government shall pass through the Deputy Director in triplicate. The Deputy Director may forward the correspondence forthwith to the Director with his remarks or

may detain or return any correspondence for the purposes of obtaining from the Council any further information or elucidation.] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.](2)Every correspondence shall be accompanied by copies of the resolution, if any, passed by the Council in the matter.(3)In cases in which the Council is authorised under sub-rule (1) to send any correspondence direct to the State Government, it shall forward copies thereof to the [Deputy Director] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.] and the [Director.] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.](4)In cases in which the correspondence between the Council and the State Government shall pass through the [Deputy Director] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.] under clause (b) of sub-rule (1). the [Deputy Director] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.] may, and shall, if the correspondence relates to the matters specified in Schedule II, forward the copies thereof to the [Director] [Substituted by Notification No. 840-XVIII-I-73, dated 22-10-1973.].

4. Correspondence between the Council and the Examiner of Local Fund Accounts.

- Correspondence from the Council to the Examiner of Local Fund Accounts may be made direct, but it shall invariably be issued in the name of the President of the Council.

5. [Omitted by Notification No. 840-XVIII-II-73, dated 22-10-1973.]

x x x]

6. Correspondence by the Council to the Head of Department [x x x] [Omitted by Notification No. 840-XVIII-II-73, dated 22-10-1973.] or other officers.

- Correspondence by the Council to the Heads of Department or Officers of Government Department other than of the district level, shall pass through the [Deputy Director] [Substituted by Notification No. 840-XVIII-II-73, dated 22-10-1973.].

7. Councillors etc., not to enter into correspondence with the State Government or Government authorities directly.

- Save as otherwise provided in these rules, no Councillor or Committee or member of Committee or subordinate authority of a Council shall correspond directly with the Government or Government authorities on any matter connected with the affairs of a Council.

8. Bar to make correspondence with Central or other State Government.

- No Council or its subordinate agency shall correspond directly with the Central or any other State Government

9. Correspondence by whom to be signed.

- Subject to the provisions of the Act and the rules made thereunder all correspondence emanating from and on behalf of the Council shall be signed by the Chief Municipal Officer

10. Rules to be general.

- These rules shall be general for all Municipalities.

I

[See clause (a) of sub-rule (1) of Rule 3](1)Changing the class of an existing Municipality under Section 4 (3).(2)(a)Altering the limits of a Municipality, uniting or dividing a Municipality.(b)Dissolution or suppression of a Municipality.(3)Removal of a Councillor under Section 41.(4)Proposals for grant of loans under Section 115.(5)Budget estimates of indebted Municipality as per proviso to sub-section (3) of Section 116.(6)References regarding imposition, granting exemption, etc., and alterations in taxes.(7)References regarding new water-supply scheme or major improvements or expansion of existing ones.(8)Annual reports of Municipal Council.(9)Reports regarding serious mal-administration of Municipalities and all cases involving defalcations or loss of Municipal Fund.(10)Proposals for Five Year Plan.(11)References regarding grant-in-aid.(12)[Transfer of members of the Municipal Services.] [Inserted by Notification No. 91-U-XVIII, dated 11-5-1964.]

II

[See sub-rule (4) of Rule 3](1)References regarding elections and bye-elections of Councillors.(2)[xxx] [Omitted by Notification No. 91-U-XVIII, dated 11-5-1964.](3)Complaints against Municipal Councillors or servants.(4)Removal oI disqualification of Councillors.(6)[xxx] [Omitted by Notification No. 91-U-XVIII, dated 11-5-1964.](7)Acquisition of land.(8)Transfer of Municipal property.(9)References under Section 305.(10)Inspection notes.(11)References regarding suspension of execution of orders or resolutions of Municipal Council.