

# **The Rajasthan Urban Improvement Trust, Jaipur Rules, 1961**

RAJASTHAN

India

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### **Rule**

### **THE-RAJASTHAN-URBAN-IMPROVEMENT-TRUST-JAIPUR-RULES-1961 of 1961**

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The Rajasthan Urban Improvement Trust, Jaipur Rules, 1961Published vide Notification No. F.348\IT\51080, Rajasthan Gazette dated 1-10-1963, Published in Rajasthan Gazette Part 4-C, dated 12-3-1964 at Pages 681 to 690The regulations made by the Urban Improvement Trust, Jaipur, Under sub-section (1) of section 75 of the Rajasthan Urban Improvement Trust Act, 1959(Rajasthan Act 35 of 1959), as sanctioned by the State government under sub-section (2) thereof, are hereby published for general information.

### **1. Short title and commencement.**

(a)These regulations made by the Urban Improvement Trust, Jaipur, Rules 1961.(b)These regulations shall come into force upon their publication in the Official Gazette.

### **2. Definitions.**

(1)These regulations, unless there is something repugnant in the subject or context-(i)"Act" means the Rajasthan Urban Improvement Act, 1959 (Rajasthan Act 35 of 1959).(ii)"Chairman" means the Chairman of the Urban Improvement Trust Jaipur.(iii)"Trust" means the Urban Improvement Trust, Jaipur.(iv)"Secretary" means the Secretary of the Trust. Jaipur.(2)All words and expressions used but not defined in these regulations shall have meanings assigned to them in the Act.

### **3. Security from employees.**

- The following officers and servants of the Trust shall furnish the amount of security noted against

each:-

1. Cashier               Rs. 1,000/- If he is a Government Servant on deputation to the Trust.  
                              Rs. 2,500/- If he is a Government Servant.
2. Store-Keeper   Rs. 500/-
3. Chowkidar     Rs. 50/-

#### **4. Nature of security.**

- Such security may be in cash. Government securities or a bond hypothecating property and in each case a security bond in the proper form shall be executed: Provided that a personal security with two sureties may be accepted by the Trust.

#### **5. Provisions as to cash security.**

(1) In case where cash security is taken, the amount shall be deposited in a Bank or Post Office on a reasonable interest, and the amount of interest shall be credited once a year. (2) All the post office savings Bank Pass Books shall be sent to the post office as soon as possible after the 30th June, each year, so that necessary entries on account of interest may be made in them.

#### **6. Responsibility of obtaining security and its verification.**

(a) The Secretary shall be responsible for seeing that due securities have been furnished by the employees mentioned in regulation 3 and shall before the 1st of April in each year examine each security and assign a certificate to that effect against each item and make sure that all sureties are solvent and may if necessary require any employee to furnish fresh security. (b) Any employee failing to furnish the security, required by these regulations for more than one month after he has been called upon to do so, shall be liable to be removed from the service of the Trust without any compensation or sent back to his parent Department if he be a Government Servant on deputation.

#### **7. Notice of death of surety.**

- Every employee required to furnish security under these regulations shall forthwith give notice to the Chairman, of the death of any of his sureties, and furnish fresh security within one month of the death of the surety, failing which he shall be liable to be removed from the service of the Trust.

#### **8. Security for officiating arrangements.**

- If any employee who has furnished security takes leave or is deputed to other duty, the person who is appointed to officiate him shall be required to furnish the full security prescribed for the post.

## **9. Custody of Security bonds and their return.**

(1) Security bonds shall be kept in office in safe custody either in the almirah or in a box the key of which shall remain with the Secretary. (2) Security bonds so lodged may be returned upon the expiry of three months from the date of vacation of office by the employee concerned after being duly discharged.

## **10. Meetings of the Trust.**

(1) Every Trust may meet as often as may be necessary provided that not more than three months shall lapse between one meeting of the Trust and another. (2) No meeting shall be held unless notice of the place, date and time of the meeting and of the business to be transacted therein is given at least six clear days before the date of the meeting, and no business other than that stated in the notice shall be transacted at such meeting except with the consent of the Chairman or on his motion. (3) In case of urgency, the Chairman may convene a meeting by giving shorter notice than that specified in sub-regulation (1). (4) The agenda for meeting shall be prepared by the Secretary in consultation with the Chairman. The Secretary may include in the agenda any subject which in his opinion should be considered by the Trust and shall include therein any subject specified by the Chairman. (5) The Chairman may call for a special meeting on receiving a request in writing signed by not less than one third of the total number of the members of the Trust specifying the resolution which it is proposed to move. (6) Every meeting shall be presided over by the Chairman and in his absence by a member chosen by the members present to preside for the occasion. (7) Whenever the Chairman is presiding over the meeting and he finds it necessary to leave temporarily the chair, he may call upon some other member to preside. (8) At every meeting of the Trust three members if the Chairman is present and five members if he is absent, shall form a quorum. (9) When a meeting is commenced with a quorum but later on the number of members attending falls short of the quorum the meeting shall be adjourned to some other date and the business which remains undischarged shall be disposed of at the adjourned meeting, whether there be a quorum or not. (10) If, within an hour after the time appointed for a meeting, the quorum is not present the meeting shall be adjourned, unless all the members present agree to wait longer. (11) The business of the Trust shall ordinarily be transacted at a meeting duly called in accordance with the provisions of these regulations: Provided that the Chairman may if he thinks fit, circulate any urgent matter among the members for their opinion. (12) Every question before the Trust, shall be decided by a majority of votes and in case of equality of votes, the Chairman or the member elected to preside under rule 15 or 16 shall have and exercise a second or casting vote.

## **11. Limitations on modification or cancellation of Resolution within three months of their passing.**

- No resolution of the Trust shall be modified within three months after the passing thereof except at a meeting specially convened in that behalf and by a resolution of the Trust supported by not less than two-thirds of the total number of members then on the roll of the Trust.

## **12. Minutes of the proceedings of the meeting to be in Hindi.**

(1)The proceedings of a Trust shall be in Hindi. Minutes of the proceedings at every meeting(together with the names of the members present) shall be recorded in a book to be kept for the purpose and such minutes shall be read at the next meeting and shall be signed by the person presiding by any member during office hours.(2)If any member present at such meeting draws the attention of the Chairman to any portion of the minutes of the proceedings of such meeting as being erroneously entered in the minute book, such amendment as the Chairman deems proper shall be made before the minutes are signed.

## **13. Certain restrictions as speaking.**

(1)A member while speaking must note:-(i)comment in any matter on which a judicial decision is pending;(ii)make personal charge against a member;(iii)use offensive expressions about the conduct of proceedings of Parliament, or of the Legislature of any State, any other Trust;(iv)utter defamatory words; or(v)use his right of speech for the purpose of obstructing the business of the Trust.(2)No member may speak more than once a motion except the mover who has the right of reply.

## **14. Duration of Speeches.**

- No speech, except with the permission of the Chairman or presiding member shall exceed fifteen minutes in duration provided that the mover of a resolution in moving the same may speak for twenty minutes.

## **15. Procedure when a member has a pecuniary interest in the subject under consideration of a meeting.**

(1)No member shall vote on or take part in the discussion on any subject coming up for consideration at a meeting of Trust, if the subject is one, in which, apart from its general application to the public, he has any direct or indirect pecuniary interest by himself or as partner,(2)The person presiding may prohibit any member from voting on or taking part in the discussion of any subject in which he believes such member to have such pecuniary interest,or he may require such member to absent himself during the discussion.(3)Such member may challenge the decision of the person presiding who shall thereupon put the question to the meeting and the decision of the majority shall be final.(4)If the person presiding is believed by any member present at the meeting to have any pecuniary interest in any subject under discussion, the person presiding may,if a motion to that effect is carried, be required to absent himself from the meeting during such discussion.(5)The member concerned shall not vote on the question referred to in sub-regulation (3) and the person presiding shall not vote on the motion referred to in sub-regulation (4).

## **16. Order of the Day.**

(1)The items on the Agenda shall ordinarily be dealt with in their order, provided that the person presiding with the consent of the majority of the members present may vary such order, or bring before the meeting any matter any matter not included in the Agenda.(2)The person presiding shall decide all points of order of procedure and his decision shall be final. Whenever he rises, any member speaking shall resume his seat. The person presiding after finishing his say, shall allow the member to furnish his speech.(3)If more than one member rise to speak at the same time, the person presiding shall name the member who is to speak.

## **17. Resolutions.**

- Any member may move a resolution relating to a matter concerning the administration of the Trust.(2)The Presiding member shall decide on the admissibility of a resolution and shall disallow any resolution which, in his opinion, contravenes the provisions of the Act or the rules made there under; and his decision shall be final.

## **18. Withdrawal of a member.**

- The person presiding may direct any member, whose conduct is, in his opinion, grossly disorderly, to withdraw immediately from the meeting and any member so ordered to withdraw shall do so forthwith and absent himself during the reminder of the day's sitting.

## **19. Suspension of a sitting.**

- The person presiding may, in case of grave disorder arising in the meeting of the Trust suspend any sitting for a time to be named by him.

## **20. Maintenance of order.**

- The presiding shall preserve order and shall have all powers necessary for the purpose of enforcing his decisions.

## **21. Temporary association of members with the Trust for particular purpose.**

- The Trust may, under section 19 associate with itself or under clause (ii) of sub-section (1) of section 20 of the Act appoint on any Committees for a period not exceeding two years any person whose assistance or advice it may desire in carrying out any of t he provisions of the Act, by a resolution passed by the two-third of the members present at the meeting. The period for which the association is needed shall be mentioned in the resolution.

## **22. Meeting of Committees.**

(1) A Committee appointed under rule (20) may meet and adjourn as it thinks proper, but the Chairman may whenever he thinks fit, and shall, upon the written request of not less than two members thereof, call a special meeting of such Committee. (2) Every meeting of a Committee shall be presided over by the Chairman if he is a member of the Committee and if he is not a member or is absent from the meeting, the members present shall elect a person from amongst themselves to preside. (3) No business shall be transacted at any meeting of the Committee unless there be present at least one half of the number of the members constituting the Committee. (4) Every matter at a meeting of a Committee shall be decided by a majority of the votes of the members present and voting, the person presiding having second or casting vote in all cases of equality of votes.

## **23. Custody of the proceedings and records of the Trust.**

- The Secretary shall have the custody of the proceedings & records of the Trust.

## **24. Members right of access to the records of Trust.**

- A member shall have access, during office hours, to the records of the Trust after giving due notice to the Secretary provided that the Secretary may, with the approval of the Chairman, and for reasons to be recorded in writing, refuse access of any particular records. Miscellaneous

## **25. Special meeting for estimates of income and expenditure of trust.**

- The Chairman shall at a special meeting to be held lay before the Trust as estimate of the income and expenditure of the Trust before the close of the financial year for the ensuing financial year which shall be forwarded to the State Government.

## **26. No expenses unless budgeted.**

- No sum shall be spent by or on behalf of the Trust unless the expenditure of the same is covered by the current Budget grant, or can be met by re-appropriation or by drawing on the closing balance.

## **27. Special power of Chairman in expenditure.**

- The Chairman shall be authorised to incur an expenditure on the grants sanctioned in the Budget has been sanctioned for the payment of the following items upto Rs. 1000/- in each case: Provided further that the Chairman shall be authorised to incur an expenditure on the grants sanctioned in the Budget has been sanctioned for the payment of the following items: (a) The salary, remuneration, and allowance to be paid to the employee of the Trust; (b) All fees and remuneration payable to the members and Chairman of the Trust under section 14; (c) All office expenses incurred by the Trust which shall include expenses incurred for carrying on office work, the rent of the office building, the provision of furniture and charges for printing and stationery. In case of emergency, the Chairman

may authorise payment of an amount upto Rs. 5000/-but such expenditure or the Trust meeting, whichever is earlier.

## **28. Fees for copies.**

- The following fees shall be payable for copies of documents delivered to any applicant under sub-section (3) of section 33 and section 76 of the Act:-

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| 1. For copying or making extract from any document or records.                 | 6/- per fool scape page of 100 words or part of a page, subject to a minimum fee of 12/-. |
| 2. If the original is in tabular form.   | Fee double the rate charged for No. 1 above.  |
| 3. For copy of a plan on ferro paper.  | 8/- per sq. ft. or part of a sq. ft.  |
| 4. Price of book of rules and regulations under sections 74 and 75 of the Act. | Rs. 1/-   |

Copies of documents which are to be delivered under sections 33 and 76 of the Act may be attested by the office Superintendent. All applications for copies shall be considered and disposed of in his discretion by the Secretary in accordance with the general rules framed by the State Government on the subject for the guidance of all the State Departments. Any person feeling aggrieved by the decision of the Secretary may refer the matter to the Chairman.

## **29. Dwellings constructed under any Scheme.**

- Rules regarding management, use and regulation of dwellings constructed under any scheme, applicable under the Rajasthan Municipalities Act, shall apply mutatis mutandis to the dwellings constructed under any Scheme of the Trust: Provided that the Trust may prescribe any different bye-laws for any particular scheme: Provided further that such bye-laws framed by the Trust shall be submitted to the State Government for sanction and when so sanctioned be notified in the Official Gazette.