

The Maharashtra District Planning Committees (Conduct of Meetings) Rules, 1999

MAHARASHTRA

India

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Rule

THE-MAHARASHTRA-DISTRICT-PLANNING-COMMITTEES-CONDUCT of 1999

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The Maharashtra District Planning Committees (Conduct of Meetings) Rules, 1999Published vide Notification No. DPC. 1098/CR 93/D-1444, dated 22nd July, 1999 (M. G. G., Part 4B, dated 18.11.1999, pp. 2183-2227)

1. Short title.

- These rules may be called the Maharashtra District Planning Committees (Conduct of Meetings) Rules, 1999.

2. Definitions.

(1)In these rules, unless the context otherwise requires. -(a)"Act" means the Maharashtra District Planning Committees (Constitutions and Functions) Act, 1998;(b)"Chairperson" means the Chairperson of the District Planning Committee as provided in sub-section (4) of section 3 of the Act;(c)"Committee" means the District Planning Committee;(d)"Government" means the Government of Maharashtra;(e)"Member-Secretary" means the Member-Secretary of the District. Planning Committee as provided in sub-section (4) of section 3 of the Act.(2)Words and expressions used in these rules, but not defined, shall have the same meaning as assigned to them under Parts IX and IX-A of the Constitution of India or under the Act.

3. Notice of the meeting.

- The Chairperson of the Committee, shall decide the date and time of every meeting of the Committee and the Agenda of such meeting shall be approved by the Chairperson. The notice convening the meeting shall be issued at least before ten (10) clear days of the date of the meeting to the members of the Committee by the Member-Secretary of the Committee.

4. Place of meeting.

(1) All meetings of the Committee, shall be held at the headquarter of the respective district: (2) The first meeting of the newly constituted Committee shall be held within thirty days from the date of the Constitution of the Committee, but ninety days shall not intervene between its last meeting and the next meeting.

5. Quorum for the meeting and transaction of business.

(1) The quorum for every meeting shall be $\frac{1}{3}$ rd of total number of members, of the Committee. (2) If within half an hour after the time appointed for the meeting of the Committee, there is no quorum, the meeting shall be adjourned to half an hour on the same day and at the same place and the business on the agenda of the said meeting shall be transacted, whether there is a quorum or not:-(a) If all the business on the agenda of the meeting of the Committee cannot be transacted on the appointed day on which the meeting is held, the Chairperson of the Committee, may convene the meeting on the subsequent day.

6. Restrictions on attending the meeting by proxy.

- No proxy or a holder of Power of Attorney or Letter of Authority, shall be eligible to attend a meeting of the Committee on behalf of any member of the Committee.

7. Decisions of the Committee.

- All decisions at a meeting of the Committee as far as possible shall be arrived at by general consensus, however, in case of disagreement, the matter will be decided by simple majority of those present at the meeting. For the purpose of voting, every member shall have one vote and the voting shall be by raising of hands. In case of an equality of votes, the Chairperson shall have and exercise a second or casting vote.

8. Minutes of the meeting.

- The Member-Secretary shall record the minutes of the meeting and the same shall be put up as a first item on the agenda for confirmation in the subsequent meeting. The Member-Secretary and the Chairperson, shall put their signatures on the register of meeting to authenticate the same.

9. Custody of the records of the Committee.

- All records of the Committee shall be in the custody of the Member-Secretary.

10. Maintaining of orders at Committee's meeting.

- The Chairperson shall preserve order at a meeting and shall have all powers necessary for the purpose of enforcing his decision. The Chairperson may direct any member who refuses to obey his decision or 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 shall absent himself during the remainder of the days' meeting.

11. Procedure for preparation of draft development plan.

(1)The Member-Secretary shall place before the Committee the plans received from the Constituent Local Bodies of the Committee for their consideration. After consideration, these plans shall be prepared by the Member-Secretary for the District as a whole;(2)While preparing such plans the Committee shall adhere to the guidelines issued by the State Government in the matter of extent and size of the financial allocations, intersectoral priorities, provision of funds for the committed schemes, Externally Aided Schemes and Special Programmes on which the Government has laid emphasis such as Minimum Needs Programme, 20 Point Programme, etc.(3)The final draft development plan shall be again placed before the Committee for its approval before sending it to State Government.

Form I-A(See rule No. 13)Notice of Election

Notice is hereby given that :-(1)an election is to be held for electing members to the District Planning Committee for..... the Rural/Larger Urban/Smaller Urban/Nagar Panchayat constituency; or(1)an election is to be held for electing member(s) to the..... by the elected members of Z. P./Larger Urban/Smaller Urban/Nagar Panchayat.(2)nominated papers may be delivered by candidate or his proposer to the Returning Officer to.....Assistant Returning Officer at..... between 11 a.m. and 3 p.m. on any day (other than public holiday) not later than the(3)forms of nomination paper may be obtained at the place and times aforesaid;(4)the nomination papers will be taken up for scrutiny at.....on at.....(5)notice of withdrawal of candidate may be delivered by a candidate or his proposer or his election agent (who has been authorised in writing by the candidate to deliver it) to either of the officers specified in paragraphs(s) above at his office before 3 p.m. on the(6)in the event of the election being contested, the poll will be taken on between the hours.....of..... and .Place :Dale :Returning Officer.[Form II] [Form II was substituted by G. N. of 5.5.2000.][See rule No. 15(2)]Nomination Paper Election to the District Planning CommitteeI. nominate as a candidate for election to the District Planning Committee from the Rural/Larger Urban/Smaller Urban/Nagar Panchayat constituency.....Candidate's name :Father's/Mother's/Husband's name :His postal address:.....His name is entered at Sr. No..... in Part No.....for Rural/Larger Urban/Smaller Urban/Nagar Panchayat constituency in the district *.....My name is and it is entered at Sr. No..in Part

No..... for the electoral roll for Rural/Larger Urban/Smaller Urban/Nagar Panchayat constituency in the district.Date :(Signature of proposer)My name is and it is entered at Sr. No.....in Part No.....for the electoral roll for Rural/Larger Urban/Smaller Urban/Nagar Panchayat constituency in the district.Date :(Signature of seconder)I. the above mentioned candidate, assent to this nomination hereby declare,(a)that I have completed years.(b)that my name and my (Father's/Mother's/Husband's name) have been correctly spelt out above in (name of the language).(c)that the best of my knowledge and belief, I am qualified and not also disqualified for being chosen to fill the seat in the District Planning Committee.If further declared that I am a member of the.....**caste/tribe which is a scheduled** caste/tribe of the State..... in relation to (area) in the State.Date :(Signature of candidate)To be filled by The Returning Officer)Serial No. of nomination paperThis nomination was delivered to me at my office at..... (hour) on (date) by candidate/proposer.Date :Returning Officer.Form II-A(See rule No. 18)Receipt for Nomination Paper and [notice] [This word was inserted by G. N. of 5.5.2000.] of Scrutiny(To be handed over to the person presenting the nomination paper)Serial No. of nomination paperThe nomination paper of a candidate for election from the Rural/Larger Urban/Smaller Urban/Nagar Panchayat..... constituency was delivered to me at my office at (hour) on that by the candidate/proposer, all nomination papers will be taken up for scrutiny at..... (hour) on..... (date) at.....(place).Place :Date :Returning Officer.[Form II-A(l)] [Form II-A(l) was inserted, by G. N. of 5.5.2000.](See rule No. 18)List of candidate who submitted nomination forms..... District Planning Committee..... Constituency

Sr. No.	Name of constituency	Name of candidate	Candidate's Address	Name of Proposer
(1)	(2)	(3)	(4)	(5)

1.2.3.4.

Place :Date :Returning Officer.Form II-B(See sub-rule (6) of rule 19)(Decision of Returning Officer Accepting or Rejecting the Nomination Paper)I have examined this nomination paper in accordance with rule 19(6) of Maharashtra District Planning Committee (Election) Rules, 1999, and decide as followsPlace :Date :Returning Officer.[Form II-C] [Form II-C was substituted by G. N. of 5.5.2000.](See rule No. 20)List of valid nominations..... District Planning Committee..... Constituency

Sr. No.	Name of candidate	Name of Father/ Mother/Husband	Candidate's Address
(1)	(2)	(3)	(4)

1.2.3.4.

Place :Date :Returning Officer.]Form II-D(See rule No. 22)Notice of withdrawal of CandidatureElection to the District Planning CommitteeThe Returning Officer,I.....candidate validly nominated at the above election do hereby give notice that I withdraw my candidature.Place :Date :Signature of validly nominated candidateThis notice was delivered to me at my office at.....(hour) on..... (date) by (name), theDate :Returning Officer.Receipt for notice of withdrawal(To be handed over to the person delivering the notice)The notice of withdrawal of candidature by a validly nominated candidate at the election to the District Planning Committee was delivered to me by the

..... at my office at ... (hour) on (date). Returning Officer. [Form III] [Form 111 was substituted by G. N. of 5.5.2000.] [See rule No. 23(1)] List of Candidates Election of District Planning Committee Constituency

Sr. No. Name of candidate Candidate's Address

(1) (2) (4)

1.2.3.4.

Place : Date : Returning Officer. Form III-A [See rule No. 25(1)] Appointment of Election Agent Election to the District Planning Committee To, The Returning Officer, I of a candidate at the above election do hereby appoint of as my election agent from this day at the above election. Place : Date : Signature of candidate I accept the above appointment. Place : Date : Signature of election agent Approved. Signature and Seal of the Returning Officer. Form III-B [See rule No. 25(2)] Revocation of Appointment of Election Agent Election to the District Planning Committee To, The Returning Officer, a candidate at the above election, hereby revoke the appointment of my election agent. Place : Date : Signature of candidate. [Form III-C] [Forms III-C and III-D were substituted by G. N. of 5.5.2000.] [See rule No. 25(A)] Appointment of Polling Agent Election of District Planning Committee To, The Returning Officer, I a candidate/election agent of (candidate name and address) at the above election, hereby the appointment my Polling Agent in Polling Station No. at to attain as a polling agent at a.m. Place : Date : Signature of the Candidate/Election Agent I agree to work as a polling agent Place : Date : Signature of Polling Agent Form III-D [See rule No. 25(A)] Revocation of appointment of Polling Agent Election of District Planning Committee To, The Returning Officer, I a candidate at the above election/Election Agent of hereby revoke the appointment of my election agent Place : Date : Signature of person who revoke the appointment.] Form IV (See rule No. 27) (for use in election when seat is uncontested) Declaration of the result of Election under rule 27 of the D.P.C. (Election) Rules, 1999. Election to the District Planning Committee In pursuance of the provisions contained in rule 27 of the District Planning Committee (Election) Rules, 1999, I declared that Shri (Name) & Address sponsored by Shri Address (name of the recognised/registered political parties) has been duly elected to fill the seat in constituency. Place : Date : Signature Returning Officer. [Form V] [Form V was substituted by G. N. of 5.5.2000.] [See rule No. 31(2)] Form of Ballot Paper District Planning Committee Constituency Sr. No. of voter Sr. No. of ballot paper Signature of voters or thumb impression

Sr. No. Name of candidate Sex Category (SC/ST/BCC/GEN.) Place for marking distinguishing mark

(1) (2) (3) (4) (5)

1.2.3.4.

Note : You have a right to cast only one vote. Form VI [See rule No. 39(1)] Declaration of the Companion of Blind or Infirm Elector Constituency comprised within the district. Sr. No. and name of Polling Station I son of aged 'resident of hereby declare that - (a) I have not acted as companion of any other elector at any polling station today, the (date) . (b) I will keep secret the vote recorded by me on behalf of + Signature of Companion. * Full address to be given. + Name, Part No. and Serial number of

elector. Form VI-A [See rule No. 39(2)] List of Illiterate, Blind or Infirm Voters Election to the District Planning Committee from the Constituency
 Number and name of Polling Station constituency/Name of the place of poll

Poll No. & Serial No. of elector	Full name of elector	Full name of companion	Address of companion	Signature of companion
1	2	3	4	5

Place: Date : Signature of Presiding Officer. [Form VII] [Form VII was substituted by G. N. of 5.5.2000.] [See rule No. 41(2)] List of Tendered Votes Election to the District Planning Committee from the Rural/Larger Urban/Smaller Urban/Nagar Panchayat constituency at (Number and Name of Polling Station in constituency/Name of place of poll).

Serial No.	Total No.
Form	To

1. Ballot paper received
2. Ballot papers unused (i.e. not issued to voters) -
 - (a) With the signature of Presiding Officer.
 - (b) Without the signature of Presiding Officer.

Total : (a+b)

3. *Ballot papers used at the Polling Station (1-2=3).

4. *Ballot papers used at the Polling Station but NOT INSERTED INTO BALLOT BOX :

- (a) Ballot papers cancelled for violation of voting procedure under rule 40.
- (b) Ballot papers cancelled for other reasons.
- (c) Ballot papers used as tendered ballot papers.

*Total : (a+b+c)

5. *Ballot papers to be found in the ballot box (3-4=5).

*(Serial number need not be given)

Place : Date : . Signature of Presiding Officer. [FORM IX] [Form IX was substituted by G. N. of 5.5.2000.] (See rule No. 55) Final Result Sheet District Planning Committee
 Constituency Total No. of voters

Sr. No.	Name of candidate	Sex	Category	Votes obtained
(1)	(2)	(3)	(4)	(5)

1.2.3.

No. of valid votes : No. of rejected votes : No. of tender votes : Total No. of votes :

1. Returning Officer of District Planning

Committee declared the following candidates are validly elected.

Sr. No. Name of candidate who is elected

(1) (2)

1.2.3.4.

Place :Date :Returning Officer.Notifications[No. DPC. 1098/CR-93/D-1444, dated 20th September, 1999.] [Published in M. G. G., Part IV-B. dated 16.12.1999, p. 2462.] - In exercise of the powers conferred by sub-section (3) of section 1 of the Maharashtra District Planning Committees (Election) Rules, 1999, the Government of Maharashtra hereby appoints the 20th day of September, 1999. to be the date on which the said Rules shall come into force.