

SARVA SHIKSHA ABHIYAN STATE MISSION AUTHORITY, MANIPUR

(Registered Under Manipur Societies Registration Act., 1989)

Regd. No. 146/M/SR/2000

MEMORANDUM OF ASSOCIATION ARTICLES OF ASSOCIATION AND BYE-LAWS

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SARVA SHIKSHA ABHIYAN STATE
MISSION AUTHORITY, MANIPUR
Registered Office - Imphal

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National Institute of Educational

Planning and Administration,

17-B, Ari Aurbindo Marg,

New Delhi-110016

DOC, No D-11778

Date 07-02-2003

SARVA SHIKSHA ABHIYAN STATE MISSION AUTHORITY

MEMORANDUM OF ASSOCIATION

PREAMBLE

Universal elementary education is a Constitutional directive and the interpretation of the Hon'ble Supreme Court has already made it a fundamental right. Being a fundamental right, there has to be a sense of urgency, in securing the entitlement to education to every child up to the age of 14 years.

b) In pursuance of the above, Govt. of India have launched the Sarva Shiksha Abhiyan for achieving UFE in the country. Sarva Shiksha Abhiyan is a community owned initiative to universalise elementary education. It has the objective of providing quality elementary education to all children up to the age of 14 years. Education of girls and children belonging to the scheduled castes and scheduled tribes is identified for special focus.

c) Guidelines of the Govt. of India relating to Sarva Shiksha Abhiyan require its implementation in the mission mode through a state level autonomous society. The society will, inter alia, receive funds from the Central and State Govts. for the programme and utilise them to achieve programme goals.

In the light of the above, an autonomous society to be called the Sarva Shiksha Abhiyan State Mission Authority, Manipur is hereby established with objects, composition etc. as set out in this Memorandum.

1. **Name of the Society :**
The name of the Society shall be Sarva Shiksha Abhiyan State Mission Authority, Manipur (here-in-after referred to as the Mission). The state will be free to modify existing DPEP State level Society or the State Level Literacy Mission Authority, if any, for carrying out the activities envisaged under the Sarva Shiksha Abhiyan.
2. **Registered Office :**
The Registered Office of the Mission shall be located at Imphal.
3. **Aren of Operation :**
The area of operation of the Mission shall be the whole state of Manipur.
4. **Objects :**
The Sarva Shiksha Abhiyan State Mission Authority, Manipur shall be an autonomous and independent body for achieving Universalisation of Elementary Education in this state, in accordance with guidelines of the Sarva Shiksha Abhiyan. Further guidelines shall be developed jointly by the National & State Level Missions for Sarva Shiksha Abhiyan. The Mission has been established to achieve the goal of universal elementary education. The following specific objects would be pursued by the Mission :-

OBJECTIVES OF THE SARVA SHIKSHA ABHIYAN

- Work towards effective decentralization down to the school level;
- Create community ownership for Sarva Shiksha Abhiyan through mass campaign approach;
- Facilitate genuine decentralised planning and implementation from the village/habitation/urban slum/hamlet level by building flexibility in programme components;
- Promote and support state specific initiatives ;
- Establish a system of sustainable financing of education programmes ;
- Promote cost effective approaches involving the local community ;
- Encourage transparency and social audit through community-based monitoring ;
- Encourage institutional reforms in the state to make management of education more functional;
- Promote teacher motivation by better management of teacher cadres and effective strategies for training ;
- Pursue holistic and convergent approaches with centrality of the local community ;
- Build partnerships with programmes of literacy, libraries, pre school education, nutrition, sports, women's empowerment, etc.
- Priority to focussed initiatives for girls' education ;
- Support for context specific incentives for children belonging to Scheduled Castes, Scheduled Tribes, girls, and children from households below the poverty line ;
- Mainstream education of differently able children.
- Make education relevant to life by promoting life skills.

THE TARGET

- All Children in school, Education Guarantee Centre, 'Back to School' camp by 2003 ;
- All children complete five years of schooling by 2007 ;
- All children complete eight years of schooling by 2010.
- Quality elementary education for all by 2010.

5. GENERAL BODY :

The Mission shall consist of a General Body which will have the following members :-

President : Chief Minister of Manipur

Vice Presidents: Ministers in charge of

i) School Education

ii) Tribal Development (T.D.) Department and

iii) Minorities and Other Backward Classes (M.O.B.C.)

Members

A. Ex-Officio Members

1. Chief Secretary, Govt. of Manipur
2. Secretaries to State govt. in charge of the following Departments :-
 - I. Finance
 - II. Planning
 - III. School Education.
 - IV. Health
 - V. Social Welfare
 - VI. Panchayat & Rural Development
 - VII. Tribal Development (T.D.)
 - VIII. Minorities and Other Backward Classes (M.O.B.C.)
 - IX. Family welfare.
 - X. Information and Public Relations (I.P.R.)
 - XI. Economics & Statistics
3. Director, SCERI

B. Nominated Members

4. Representatives of the following categories to be nominated by the State Govt. for their significant contribution in their respective fields :

i	Pre-Primary and primary school Teachers and NIE personnel	3 (at least 1 to be a woman)
ii	Elementary Teacher Educators	1
iii	Educationists	2. (at least one to be a specialist in Pre-Primary/Elementary Education)
iv.	Voluntary Agencies	2 (at least one to be a woman)
v.	Persons who have distinguished themselves in the area of education for SC, ST & Disabled children	2
vi.	Women working in the area of Women's Education & Development.	2
vii	Social Workers	1
viii	Literary figures & Artists	1

5. Three representatives of the Central Govt. to be nominated by the Ministry of HRD, Deptt. of Education.

6. Representatives of the following categories to be nominated by the Central Govt.

i.	Educationists known for their experience and interest in Basic Education	3
ii.	Persons from Voluntary Agencies who have distinguished themselves in the areas of Education of SC, ST and Disabled children (one from each area)	3
iii.	Women who have distinguished themselves in the area of Basic Education	2

7. Director, NCERT, or his nominee
8. Director, NIEPA, or his nominee
9. Two persons to be nominated by the Chairman, Executive Committee, from amongst the Chairmen and CEOs of Districts.

Member - Secretary : State Project Director.

C. TERM OF EX-OFFICIO MEMBERS :

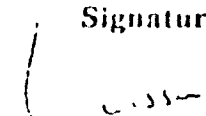



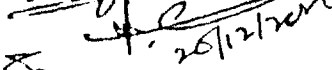

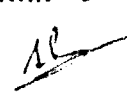
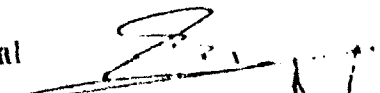
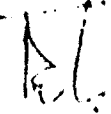

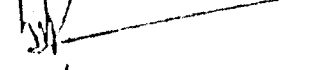
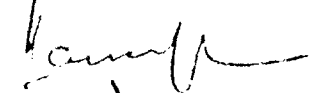
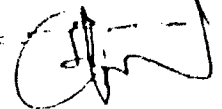
Ex-officio members of the General Body belonging to categories (1) to (3) above shall continue to be Members of the Body so long as they hold their office and shall cease to be Members as soon as they cease to hold such office. The successor in Office of the person ceasing to be a Member, shall become member from the date of his assuming charge of the new Office, subject to like conditions as to the term of membership.

In the event of any office held by such member of the General Body being abolished or differently designated or in the event of any doubt as to whether a particular person holds a particular office or not, a duly authenticated communication from the Government to the Mission conveying the decision of the Government as to the successor in Office or as to the incumbent holding the office shall be final and conclusive.


6. A certified copy of the Rules of the Mission is enclosed herewith, as required u/s 6 of the Manipur Societies Registration Act, 1989.

We, the undersigned, are desirous of forming a Society namely Sarva Shiksha Abhiyan State Mission Authority, Manipur in pursuance of this Memorandum of Association, and have signed the memorandum in the presence of the witnesses mentioned below :-

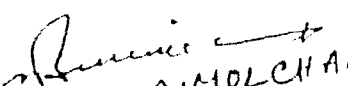
Name	Designation & Address	Signature
1. Shri W. Nipamacha Singh	Chief Minister, Manipur, Imphal	W. Nipamacha Singh
2. Shri L. Tomba Singh	Minister (Edn/S), Imphal	L. Tomba Singh
3. Samuel Zenda	Minister (TD), Imphal	Samuel Zenda
4. Md. Allauddin	Minister of State (MOBC), Imphal	M. A. Allauddin
5. Rakesh	Chief Secy. G.O.M. Imphal	Rakesh

Name	Designation & Address	Signature
6. V. Chhiber	Pr. Secy/Finance, Imphal	
7. P.B.O. Warjri	Pr. Secy.(Plg), Imphal	
8. O. Nabakishore Singh	Comm. (Edn/S), Imphal	
9. Ch. Birendra Singh	Comm. (Health), Imphal	
10. Henry K. Heni	Comm. (SW), Imphal	 26/12/2020
11. L.P. Goumei	Comm. (RD/PR), Imphal	
12. S. Jerol	Secy. (FW), Imphal	
13. S. Budhachandra Singh	Secy. (IPR), Imphal	
14. P.C Lawmjunga	Comm. (MOBC), Imphal	
15. A.R. Khan	Comm. (Eco. & Stats.), Imphal	
16. L. Gangte	Comm. (ID), Imphal	
17. A. Shamungou Singh	Director (Education/S), Imphal	
18. M. Yamskul Meitei	Director (SCERT), Imphal	

We, the undersigned witness certify that we know above mentioned persons and that they have signed before us.


(K. OMANTH SINGH)

Joint Director of Education
Government of Manipur


(CH. BINOLCHAND SINGH)
Joint Director (S&T)
Directorate of Education (S)
Government of Manipur

BYE-LAWS / RULES OF THE SARVA SHIKSHA ABHIYAN STATE MISSION

AUTHORITY, MANIPUR.

1. **Short Title:** These Rules may be called "Rules of the Sarva Shiksha Abhiyan State Mission Authority, Manipur."
2. **Scope and application:** These rules shall extend to all the Units and activities of the Mission.
3. **Date of Commencement:** These rules shall come into force from the date on which the "Sarva Shiksha Abhiyan State Mission Authority, Manipur" is registered under the Manipur Societies Registration Act, 1989.
4. **Definitions:** In these rules, unless the context otherwise requires :-
 - i) "Mission" shall mean the Sarva Shiksha Abhiyan State Mission Authority, Manipur.
 - ii) "Basic Education" shall mean the following activities, viz :
 - a) Early Childhood Care and Education;
 - b) Elementary Education of Children up to the age of 14 years, whether through the formal school system or the non-formal education programmes;
 - c) Adult Literacy and Education ;
 - d) Post-Literacy and continuing education, including skill development ; and
 - e) Educational and other programmes aimed at women's equality and empowerment;
 - iii) "Block Unit" shall mean a Block level Unit of the Mission ;
 - iv) "Central Government" shall mean Government of India (Ministry of Human Resource Development, Department of Elementary Education and Literacy).
 - v) "Chairman" shall mean the Chairman of the Executive Committee of the Mission.
 - vi) Sarva Shiksha Abhiyan will mean all efforts at universalisation of elementary education.
 - vii) "District Unit" shall mean a District-level Unit of the Mission.
 - viii) "Executive Committee" shall mean the body which is constituted under Rule 21 of these Rules as the Executive Committee of the Mission.
 - ix) "General Body" shall mean the body constituted under Rule 5 of these Rules.

- x) **Alternative and Innovative Education** would mean any educational arrangement for children up to the age of 14 years, outside the formal school curriculum, funded under the scheme of Alternative and Innovative Education or as per its norms
- xi) **"Officers and Staff"** shall mean all whole-time and part-time employees of the Mission appointed by the Government, Executive Committee or by any authority or officer, duly empowered to do so, and would include consultants, fellows and research staff
- xii) **"Project"** means the Sarva Shiksha Abhiyan of which all interventions in the elementary education sector, including DPPEP, shall be a part.
- xiii) **"President"** shall mean the President of the General Body of the Mission.
- xiv) **"Elementary Education"** shall mean education corresponding to classes I to VIII.
- xv) **"State Project Director"** shall mean the Director of Education(Schools), Manipur.
- xvi) **"State Government"** shall mean the Government of Manipur
- xvii) **"Technical Resource"** shall mean (i) development of curriculum and teaching/learning materials; (ii) instructional methods; (iii) training of teachers ; (iv) development of educational technology; (v) media and communication; and (vi) learner evaluation.
- xviii) **"Upper Primary Education"** shall mean education corresponding to Classes VI to VIII.
- xix) **"Vice-Chairman"** shall mean the Vice-President of the Mission.
- xx) **"Vice-President"** shall mean the Vice-Chairman of the Mission.
- xxi) **"Voluntary Agencies"** shall mean Non-Government Organisations working in the area of the basic education or in other areas relevant to the project, and would include registered societies, public trusts and non-profit making companies
- xxii) a) Words conveying the singular number also include plural number and vice-versa.
b) Words conveying the masculine gender also include feminine gender.

5. The Mission

The Mission shall consist of a Governing/General Body which will have the following members:

President

Chief Minister of Manipur

Vice-President

Ministers in charge of

i) School Education

ii) T.D.

iii) MOBC

Members

A. Ex Officio Members

1. Chief Secretary, Govt. of Manipur
2. Secretaries to State Govt. in charge of the following Departments:-
 - i. Finance
 - ii. Planning
 - iii. School Education
 - iv. Health
 - v. Social Welfare
 - vi. Rural Devt. & Panchayati Raj
 - vii. TD
 - viii. MOBC
 - ix. Family Welfare
 - x. IPR
 - xi. Eco. & Stats.
3. Director, SCERT

B. Nominated Members

4. Representatives of the following categories to be nominated by the State Govt. for their significant contribution in their respective fields:

i.	Pre-Primary and primary school Teachers and NFE personnel	3 (at least one to be a woman)
ii.	Elementary Teacher Educators	1
iii.	Educationists	2 (at least one to be a specialist in Pre-Primary/Elementary Education)
iv.	Voluntary Agencies	2 (at least one to be a woman)
v.	Persons who have distinguished themselves in the area of education for SC, ST & Disabled children	2
vi.	Women working in the area of Women's Education & Development.	2
vii.	Social Workers	1
viii.	Literary figures & Artists	1

5. Three representatives of the Central Govt. to be nominated by the Ministry of HRD, Deptt. of Education.
6. Representatives of following categories to be nominated by the Central Govt.

i.	Educationists known for their experience and interest in Basic Education	3
ii.	Persons from Voluntary Agencies who have distinguished themselves in the areas of Education of SC, ST and Disabled children (one from each area)	3
iii.	Women who have distinguished themselves in the area of Basic Education.	2

7. Director, NCERT, or his nominee
8. Director, NIFPA, or his nominee
9. Two persons to be nominated by the Chairman, Executive Committee, from amongst the Chairman and CEOs of Districts and Block Units of the Society.

Member - Secretary : State Project Director

6. TERM OF EX-OFFICIO MEMBERS :

- i) Ex-officio Members of the Mission belonging to categories (1) to (3) of Rules 5 shall continue to be Members so long as they hold their office and shall cease to be members as soon as they cease to hold such office. The successor in Office of the person so ceasing to be a Member, shall become member from the date of his assuming charge of the new Office, subject to conditions as to the term of membership.
- ii) In the event of any office held by such member of the Mission being abolished or differently designated or in the event of any doubt as to whether a particular person holds a particular office or not, a duly authenticated communication from the Govt. to the Mission conveying the decision of the Govt. as to the successor in office or as to the incumbent holding the office shall be final and conclusive.

7. Term of Nominated Members

The term of members nominated under categories (4) to (9) of Rule 5 shall be two years. Such members shall be eligible for re-nomination. A member so nominated shall become such member as from the date of issue of duly authenticated communication by the nominating authority conveying that such person has been nominated as a member.

Termination of Membership

Members of the Mission shall cease to be such members if they resign or become of unsound mind, or are insolvent or are convicted of a criminal offence involving moral turpitude.

9. Resignation from Membership

Resignation from the membership of the Mission shall be tendered to the State Project Director and shall not take effect until it is accepted by the President.

10. Premature Vacancies in the Nominated Category:

Any vacancy in the membership of nominated category of the Mission occurring prematurely due to resignation or otherwise shall be filled by nomination by the authority competent to make such nomination, and the person so nominated shall hold office only for the unexpired period of the term of the prematurely terminated membership.

11. The Mission shall function notwithstanding that any person who is entitled to be a member by reason of his/her office, is not a member of the Mission for the time being and notwithstanding any other vacancy whether due to non-appointment or otherwise, and no act of the Mission shall be invalidated merely by reason of the happening of any of the above events or any defect in the appointment of any of the members of the Mission.

12. FUNCTIONS OF THE MISSION :

To achieve the objectives laid down in para 4 of the memorandum of Association, the Mission shall perform the following functions, viz.

i	- suggesting norms for opening alternate school/schools
ii	- approving district plans
iii	- evaluating performance of districts
iv	- monitoring performance of educationally backward districts
v	- ensuring fund flows
vi	- mobilising financial resources.

13. POWERS OF THE MISSION :

In order to carry out its functions, the Mission will have the power :-

- i. To create duly empowered administrative mechanisms, through such participation as may be deemed necessary of various departments and autonomous agencies of the Central and State Govts., for the achievement of the objects of the Mission.
- ii. To establish, for the implementation of Sarva Shiksha Abhiyan, administrative arrangements at Divisional, District, Sub-Divisional, Block and Village levels, and to delegate to them necessary powers to enable them to discharge their responsibilities.
- iii. To create academic, technical, administrative, managerial, and other responsibilities in the Mission by converging existing posts in the education sector.

- iv. To make rules for conduct of the affairs of the Mission and to amend, vary or rescind them from time to time, in consultation with the state and Central Government.
- v. To accept grant of money, securities or property of any kind and to undertake and accept the management of any endowment, trust, fund or donation not inconsistent with the objectives of the Mission.
- vi. To purchase, hire, take on lease, exchange or otherwise acquire property, movable or immovable, and to construct, alter and maintain any building or buildings as may be necessary for carrying out the objects of the Mission.
- vii. To delegate to the Executive Committee or to any of the officers and authorities of the Mission (as defined in Rules 19 & 20) such powers and impose such duties as it deems proper.
- viii. To consider the annual report prepared by the Executive Committee.
- ix. To undertake all such activities and to take such actions as may appear necessary or incidental for achievement of the objects of the Mission.

PROCEEDINGS OF THE MISSION :

- 14. Meetings of the Mission shall be held at such time, date and place as may be determined by the President. Meetings shall be held at least once in a financial year.
- 15. Except as otherwise provided in these Rules, all meetings of the Mission shall be called by the notice under signature of the Member-Secretary.
- 16. Meetings of the Mission shall be presided over by the President, and in his absence, by one of the Vice-Presidents.
- 17. One third of the members of the Mission present shall form the quorum at every meeting, provided that no quorum shall be necessary in respect of an adjourned meeting.
- 18. All disputed questions at meetings of the Mission shall be determined by vote and in case of equality of votes, the person chairing the meeting shall have a casting vote.

OFFICERS AND AUTHORITIES OF THE MISSION :

19. **Officers :** The Officers of the Mission shall be the President, the Vice-President, the Chairman, the Vice-Chairman, the State Project Director and such other persons as may be designated as such by the Executive Committee.

20. **Authorities :** The following shall be authorities of the Mission.

i. Executive Committee

ii. Such other authorities as may be constituted by the Mission or the Executive Committee

Executive Committee :

21. The affairs of the Mission shall be administered, subject to Rules and Regulations and orders of the Mission, by an Executive Committee, which shall consist of the following :

- | | |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Chairman | Chief Secretary, Govt. of Manipur |
| Vice-Chairman | Secretaries to State Govt. in charge of the following Departments :-
(i) School Education (ii) ID (iii) MOBC |
| Members | <ol style="list-style-type: none">1. Secretaries to State Govt. in charge of the following Departments : -<ol style="list-style-type: none">(i) Finance(ii) Planning(iii) Social Welfare(iv) RD & PR(v) Eco & Stats2. Director, SCERT3. Three persons from amongst the 14 members of the Mission nominated under category (4) mentioned in Rule 5, to be nominated by the Chairman such that<ol style="list-style-type: none">a) at least one of them belongs to one of the sub-categories (i) to (iii),b) at least one of them belongs to one of the sub-categories (iv) and (v), andc) at least one of the three is a woman.4. Three representatives of the Central Govt. to be nominated by the Min. of HRD, Deptt. of Education.5. Three persons from amongst the 8 members of the Mission nominated under category (6) mentioned in Rule 5, to be nominated by the Central Govt. such that one each belongs to the three sub-categories mentioned thereunder.6. One person to be nominated by the Chairman from amongst members (of the Mission belonging to category (9) mentioned in Rule 5) |

Member - Secretary : State Project Director.

22. The term of members nominated under categories (4) to (6) of Rule 21 shall be two years. Such members shall be eligible for re-nomination. A member so nominated shall become such member from the date of issue of duly authenticated communication by the Nominating Authority conveying that such a person has been nominated as a member of Executive Committee.

23. Members of the Executive Committee shall cease to be such members if they resign, or become of unsound mind, or are insolvent or are convicted of criminal offence involving moral turpitude.

24. Resignation from the membership of the Executive Committee shall be tendered to the State Project Director and shall not take effect until it is accepted by the Chairman.

25. **Premature vacancies in the Nominated Category:** Any vacancy in the membership of nominated category of the Executive Committee occurring pre-maturely, due to resignation or otherwise, shall be filled by nomination by the authority competent to make such nomination, and the person so nominated shall hold office only for the unexpired period of the term of the pre-maturely terminated membership.

26. The Executive Committee shall function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the Executive Committee for the time being and notwithstanding any other vacancy in the Committee whether on account of non-appointment by the authority entitled to make the appointment or otherwise and no act or proceeding of the Executive Committee shall be invalidated merely by reason of the happening of any of the above events or defects in the appointment of any of its members.

PROCEEDINGS OF THE EXECUTIVE COMMITTEE :

27. Meetings of the Executive Committee shall be presided over by the Chairman.

28. One-third of the members of the Executive Committee present in person, shall constitute the quorum at any meeting of the Executive Committee, provided that no quorum shall be necessary in respect of an adjourned meeting.

29. Not less than seven clear days' notice of every meeting of the Executive Committee shall be given to each member of the Executive Committee provided that :

- a) The Chairman may call an emergency meeting at the notice of 24 hours and
- b) Any inadvertent omission to give notice of the meeting or its non-receipt by any member shall not invalidate the proceedings of any meeting.

30. Every notice calling a meeting of the Executive Committee shall state the date, time and place at which such meeting will be held and shall, except otherwise provided in these Rules, be issued under the signature of the member-Secretary.

31. The Executive Committee shall meet as often as necessary but at least once in each quarter of the year.

32. Each member of the Executive Committee including the Chairman shall have one vote and if there shall be an equality of votes on any question to be decided by the Executive Committee, the Chairman shall, in addition, have a casting vote.

FUNCTIONS OF THE EXECUTIVE COMMITTEE

33. It shall be the responsibility of the Executive Committee to endeavour to achieve the objects of the Mission and to discharge all its functions subject to Rules and Regulations of the Mission.

34. POWERS OF THE EXECUTIVE COMMITTEE

The Executive Committee shall :

- i) exercise all administrative, financial and academic powers including powers to rationalize posts of all description in the education sector.
- ii) control the management of all the affairs and funds of the Mission.
- iii) have powers and responsibilities in respect of the following :
 - a) to frame Regulations in consultation with the State Government ;
 - b) to frame Bye-laws for the conduct of activities of the Mission in furthering its objects.
- iv) have power to enter into agreements with other public or private organisations or individuals for furtherance of its objects.

- v) have powers to secure and accept endowments, grant-in-aid, donations or gifts to the Mission on mutually agreed terms and conditions, provided that conditions of such grants-in-aid, donations or gifts shall not be inconsistent or in conflict with the objects of the Mission or with the provisions of these Rules.
- vi) have power to take over and acquire by purchase, gift or otherwise from Govt. and other public bodies, from private individuals, movable and immovable properties or other funds together with any attendant obligations and engagements, not inconsistent with the objects of the Mission and the provisions of these Rules.
- vii) have power to undertake or give contract for construction of buildings required for use of the Mission and to acquire stores and services required for the discharge of the functions of the Mission.
- viii) have, subject to the provisions of the Article 4 of the Memorandum of Association, power to sell or lease any movable and immovable property of the Mission, provided, however, that no assets of the Mission created out of Govt. grants shall, without prior approval of the Govt., be disposed of, encumbered or utilized for purposes other than those for which the grant was sanctioned.
- ix) have powers to constitute standing/adhoc committees or task forces/groups etc. for various areas of Sarva Shiksha Abhiyan and decide in regard to their membership, power and functions.
- x) have the power, to appoint Advisory Boards or other special Committees for such purposes and with such powers as the Executive Committee may think fit, and to dissolve any such Committee or Board.
- xi) have the power to delegate to the Chairman, Vice-Chairman, State Project Director or any of its members and/or to a committee/group or any other officer of the Mission such administrative, financial and academic powers and impose such duties as it deems proper and also prescribe limitations within which the powers and duties shall be exercised or discharged.

REGULATIONS

35. Subject to any specific directions of the Mission and keeping in view the overall advice of the Central and State Govts., the Executive Committee shall have powers to frame and amend Regulations, not inconsistent with these Rules, for the administration and management of the affairs of the Mission, and without prejudice to the generality of this provision, such Regulations may provide for the following matters :

- i) Service matters pertaining to officers and staff including creation of posts, qualifications, selection procedure, service conditions, pay and emoluments, discipline and control rules.
- ii) Important financial aspects including formulation of budget, purchase procedures, delegation of financial powers, investment of funds, maintenance of accounts and audit, TA and DA rules etc., and
- iii) Such other matters as may be necessary for the furtherance of the objects and the proper administration of the affairs of the Mission.

Provided that for the purpose of this Rule, following guidelines would be kept in view while creating the post and formulating the Service and Financial Regulations :

- a) Scales of pay and allowances in respect of the posts to be created by the Executive Committee shall correspond either to the Central Govt. or to the State govt. scales of pay.

- b) Mode of recruitment in respect of the posts to be created for the Mission shall be either by transfer on deputation or short-term contract. For work-related specific assignments, persons would be deployed on fixed emoluments with provision for revision each year, if considered appropriate.
- c) In the management structure, staff which may devolve permanent liability on the State Govt. shall not be appointed.
- d) Till such time the Mission formulates its own set of regulations, the decisions taken by the Executive Committee in all such matter will be carried out.
- e) The principle of reservations as laid down by the State Govt. shall be followed.
- f) Consideration of financial propriety and prudence shall be kept in view.

REGULATIONS;

36. Subject to the specific directions of the Mission and the provisions in these rules and regulations to be framed thereunder, the Executive Committee shall have powers to frame and amend bye-laws for the conduct of activities of the Mission for achievement of its objects and these bye-laws may include matters relating to :

- a) Establishment of offices of Block and District Units
- b) Conduct of business of the Mission, Executive Committee and other Committees and Sub-Committees
- c) Grant-in-aid to Voluntary Agencies
- d) Involvement of individuals and contractual arrangements with them.
- e) School mapping and establishment of new schools, NFE Centres and other elementary education facilities
- f) Facilities and incentives to be provided to improve access and participation of children in elementary education.
- g) All aspects of technical resource support.
- h) Such other activities as may be necessary for implementation of the Sarva Shiksha Abhiyan.

CHAIRMAN:

37. The Chief Secretary to the Govt. of Manipur shall be Chairman of the Executive Committee.

38. The Chairman -

- i) Shall ensure that the affairs of the Mission are run efficiently and in accordance with the provisions of the Sarva Shiksha Abhiyan, and Memorandum of Association, Rules, Regulations and Bye-Laws of the Mission;
- ii) Shall preside over the meetings of the Executive Committee;

- iii) May himself call, or by a requisition in writing signed by him may require the Member Secretary, to call a meeting of the Executive Committee at any time;
- iv) In case, the votes for and against a particular issue are equal, may exercise his casting vote;
- v) Shall be the sole and absolute authority to judge the validity of the vote cast by members at all the meetings of the Executive Committee;
- vi) Shall be entitled to invite any other person to attend the meeting of the Executive Committee provided that such persons shall have no power of voting;
- vii) May direct the Member Secretary to call a special meeting of the Executive Committee at a short notice, in case of emergency, and;
- viii) May delegate to any one of the Vice Chairmen such of his functions and powers as he may deem fit.

FUNCTIONS & POWERS OF THE STATE PROJECT DIRECTOR:

39. The State Project Director shall be the Chief Executive Officer of the Mission & shall be responsible for proper administration of the affairs and funds of the Mission and implementation of its various activities in a mission mode under the direction and guidance of the Chairman of the Executive committee. For the effective discharge of his functions he shall have powers to :-

- a) constitute Steering Groups, with the approval of the Chairman, for each of the programme components & functional areas;
- b) Constitute a Task Force, comprising heads of the Steering Groups, which would function as a cohesive team for achievement of the objects of the Mission.
- c) Appoint with the approval of the Chairman, Consultants and Resource Persons ;
- d) Prescribe the duties of all officers and staff of the Mission ;
- e) Exercise such supervision & disciplinary control as may be necessary ;
- f) Co-ordinate & exercise general supervision over activities of the Mission including its branches & units set up in the districts/blocks ;
- g) Arrange meetings of the Mission & its Executive Committee & keep a record of proceedings of these meetings in accordance with these rules ; and
- h) Discharge such other functions as may be assigned to him by the Executive Committee in furtherance of the objects of the Mission.

DISTRICT & BLOCK LEVEL MANAGEMENT STRUCTURES :

40. A District Unit of the Mission shall be set up for every district, and a Block Unit shall be set up for every Block in which the project will be implemented.

41. The District Unit will be a body at the district level to which well-defined powers will be delegated. The District Collector shall be the Chairman of the District Unit.

42. Constitution, functions and powers of the District and Block Units shall be as laid down by the Executive Committee through Bye-laws.

43. A District Project Coordinator shall be appointed by the Executive Committee for every District Unit. He shall have the same powers and responsibilities in relation to the Project at the District level as the State Project Director would have at the State Level.

FUNDS OF THE MISSION :

44. The funds of the Mission shall consist of the following :

- i) Grants-in-aid from the Central Govt. and the State Govt. for furtherance of the objects of the Mission ;
- ii) Contributions from other sources ;
- iii) Income from the assets of the Mission ;
- iv) Receipts of the Mission from other sources ; and
- v) Grants, Donations or assistance of any kind from any external agencies with prior approval of the Central Govt.

45. The Bankers of the Mission shall be decided by the Executive Committee. All funds shall be paid into the Mission's account with the bank and shall not be withdrawn except through a cheque signed by such officer as may be duly empowered in this behalf by the Executive Committee.

ACCOUNTS AND AUDIT :

- (1) The Mission shall maintain proper accounts and other relevant records and prepare annual accounts comprising of the Receipts, and Payment accounts, statement of liabilities in such form as may be prescribed by the Registrar of Societies of the State Govt. in accordance with the rules in force under the Manipur Societies Registration Act, 1989 subject to the condition that in respect of grants from the Central Govt., directions of the Central Govt. shall be adhered to.
- (2) The accounts of the Mission shall be audited annually by a Chartered Accountant appointed by the Executive Committee, and in accordance with the provisions of the Manipur Societies Registration Act, 1989.
- (3) The audited accounts shall be communicated to the Mission which will submit a copy of Audit Report along with its observations to the State Govt.
- (4) The accounts of the Mission shall also be subject to the provisions of the Comptroller and Auditor General (Duties, Powers and Conditions of the Service) Act, 1971, as amended from time to time.

ANNUAL REPORTS:

47. The Annual Report on the working of the Mission and the work undertaken by it during the year together with Balance Sheet, Audited Account, shall be prepared by the Executive Committee and placed before the Annual General Body Meeting of the Mission each year together with the Auditor's Report. After approval by the Mission, these shall be submitted to the State Govt., which will furnish one set thereof to the Central Govt. not later than six months from the expiry of the financial year.

AMENDMENTS :

- 48. Amendments to these Rules shall be effected by the Mission by a majority of not less than 3/5 of the total members.
- 49. With the approval of Central Govt. and the State Govt., the Mission may alter, extend or abridge the purpose for which it is established, or amalgamate the Mission either wholly or partly with any other Society in accordance with the provisions of the Manipur Societies Registration Act, 1989.
- 50. As and when there is any change in the nomenclature of Ministers, Departments, or Institution(s) and Designation(s) mentioned in the Rules, such changes shall automatically stand incorporated in these Rules.
- 51. If the Mission needs to be dissolved, it shall be dissolved as per provision laid down in Section 25 of the Manipur Societies Registration Act., 1989.
- 52. If on the winding up or dissolution of the Mission there shall remain, after the settlement of all debts and liabilities, any property whatsoever, the same shall not be paid to, or distributed amongst the members of the Mission or any one of them but shall accrue to the State Govt. which will decide about its utilisation or otherwise in consultation with the Central Govt.

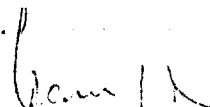
POWERS OF STATE AND CENTRAL GOVERNMENTS :

53. The State Government and the Central Government may jointly appoint one or more persons to review the work and progress of the Mission, and to hold inquiries into the affairs thereof and to report hereon in such manner as the Governments may stipulate; and upon receipt of any such report, the State Government may, in consultation with the Central Government, issue such direction as it may consider necessary, in respect of any of the matters dealt with in the report, and the Mission shall be bound to comply with such directions. In addition, the State Government may, in consultation with the Central Government, at any time, issue directives on matters of policy to the Mission and the latter shall be bound to promptly comply with such directives. Where there is any divergence of views between the State Government and Central Government, the views of the Central Government would prevail.

MISCELLANEOUS :

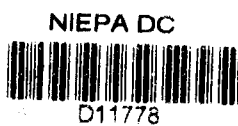
- 54. A list of members of the Executive Committee shall be filed with the Registrar of Societies within 30 days of the Annual General Body Meeting of the Mission as required under Section 17 of the Manipur Societies Registration Act, 1989.
- 55. All the provisions of Manipur Societies Registration Act, shall apply to the Mission.

Certified that this is the correct copy of the Rules of THE MISSION.


State Projector Director

Chairman, Executive Committee

SECRETARY & DOCUMENTATION OFFICER
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DOC, No. 09-02-2003
Date 09-02-2003




President, General Body