

अण्डमान तथा  
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अण्डमान तथा निकोबार प्रशासन  
ANDAMAN AND NICOBAR ADMINISTRATION  
सचिवालय/SECRETARIAT

**NOTIFICATION**

Port Blair, dated the 25<sup>th</sup> October, 2005

No. 290/2005/F.No.6-6(1)/2005-PR.—Whereas the draft Andaman and Nicobar Islands (Panchayati Raj Institutions) (Constitution of Committees) Rules, 2005 were published under Section 202 of the Andaman and Nicobar Islands (Panchayats) Regulation, 1994 (No.1 of 1994) inviting suggestions and objections from the persons likely to be effected;

AND whereas suggestions and objections were received from general public, individuals, organizations and institutions etc.;

AND whereas the said suggestions and objections were carefully considered by the Lieutenant Governor (Administrator), A & N Islands;

Now, therefore, in exercise of the powers conferred under section 202 read with Section 26(1), 122(1) and 161(1) of the said Regulation, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following Rules to regulate the functions of the Committees in the Panchayati Raj Institutions, namely :-

**The Andaman and Nicobar Islands (Panchayati Raj Institutions) (Constitution of Committees ) Rules, 2005**

**1. Short title and commencement:**

- i) These rules may be called "The Andaman and Nicobar Islands (Panchayati Raj Institutions) (Constitution of Committees) Rules, 2005.
- ii) They shall come into force on the date of their publication in the Official Gazette.

**2. The Panchayati Raj Institutions namely the Zilla Parishad, Panchayat Samitis and Gram Panchayats in A & N Islands shall constitute Committees to conduct business of the respective tier of PRIs as under:-**

- (a) **Gram Panchayats:** Every Gram Panchayat shall constitute a Standing Committee, consisting not less than five elected members giving proportionate representation to political parties/opposition members of the Gram Panchayat. The Committee shall be constituted within one month of taking Oath of office by the members.
- (b) **Panchayat Samitis:** Every Panchayat Samiti shall constitute a Standing Committee, consisting not more than five elected members giving proportionate representation to all political parties/opposition members of the Panchayat Samiti. The Committee shall be constituted within one month of taking Oath of office by the members.

**3. Terms of reference of Standing Committees at Gram Panchayat and Panchayat Samiti level referred to under sub-rule (a) of rule 2 above**

- (a) The Standing Committee shall deal with all matters relating to Finance, Taxation, Accounts, Audit, Public Health, Sanitation, Works, Water Works, Education & Social Justice and shall submit recommendations to the concerned PRIs which shall be considered by the respective Gram Panchayats/Panchayat Samitis.
- (b) The Committee may call for records, accounts and inspect the work/project/material as the case may be of the respective PRI, but the same can not be retained with them.

**4. Zilla Parishad:** The Zilla Parishad shall constitute the following standing committees and each committee shall consist not less than five elected members giving proportionate representation to all political parties/opposition members of the Zilla Parishad. The Committee shall be constituted within one month of taking Oath of office by the members.

- a) Finance, Taxation & Accounts Committee
- b) Public Health & Sanitation Committee
- c) Works & Development Committee
- d) Water Works Committee
- e) Education & Social Justice Committee.

**5. Terms of reference of each Committee referred to in rule 4 above**

**(a) Finance, Taxation & Accounts Committee:**

- (i) The Committee on Finance, Taxation & Accounts shall deal with all matters relating to Finance, Taxation, Accounts & Audit of the Zilla Parishad.
- (ii) They shall supervise utilization of budget grant by the Zilla Parishad. The Committee may call for any document, expenditure register, stock register etc. from the Zilla Parishad and scrutinize them and suggest better utilization within the ambit of relevant Rules/provisions of the Regulation.
- (iii) Any short-fall, if noticed by the committee in execution of any work, such shortfall shall be brought to the notice of the ZP through the CEO, ZP.
- (iv) The Committee shall have access to the accounts of the Zilla Parishad.
- (v) Committees shall conduct monthly audit of the ZP accounts and shall check monthly abstract of receipts and expenditure and furnish their opinions /recommendations.

**(b) Public Health & Sanitation Committee:**

- (i) The Committee shall submit its recommendations to the ZP for efficient management of garbage disposal and solid waste in the Rural areas.
- (ii) The Committee shall prepare guidelines for total achievement of Sanitation Programme in Rural areas.
- (iii) The Committee shall assess requirement of public toilets, urinals in the Rural areas.
- (iv) The Committee shall formulate plans to prevent spread of epidemics and communicable diseases and submit its recommendation to the Zilla Parishad.
- (v) The Committee shall draw Programme/scheme for inclusion in the Annual Plan of the PRI in respect of the Sanitary and Public Service.

**(c) Works & Development Committee:**

- (i) The Committee shall have power to inspect, execution of all works/programmes or schemes within the jurisdiction of the Zilla Parishad Short-fall or lapse, if any noticed, shall report its observations to the Zilla Parishad.
- (ii) The Committee on receipt of proposals from members of the PRI of each tier in respect of public works, improvement and development, shall, after considering the proposal, fix up the priority to be given to each of the works and submit its recommendation to the Zilla Parishad.

- (iii) The Committee shall scrutinize plans of the building being constructed by the Zilla Parishad and recommend its observation.
- (iv) The Committee shall submit its recommendation for protection and improvement of the environment in areas under the jurisdiction of Zilla Parishad.
- (v) The Committee shall scrutinize the estimates for civil works and suggest its recommendations to the Zilla Parishad.

**(d) Water Supply & Works Committee:**

- (i) The Committee shall prepare plan for efficient distribution, improvement of water supply in the rural areas.
- (ii) The Committee shall have the right to inspect all the works relating to Water Supply and suggest improvement.
- (iii) The Committee shall review the revision of water charges from time to time.
- (iv) The Committee on receipt of proposal from the PRI members shall, after considering the proposal, fix up priority to be given to each works and recommend its implementation to the Zilla Parishad.

**(e) Education & Social Justice Committee:**

- (i) The Committee shall prepare plans for establishment and functioning of pre-primary and primary school in the concerned areas.
- (ii) The Committee shall recommend establishment of adult education centre wherever necessary.
- (iii) The Committee shall formulate and submit schemes for providing assistance to the physically disabled persons, destitute women, orphans and home-less persons and submit the same to the Zilla Parishad.
- (iv) The Committee shall suggest schemes for development of Sports and Cultural activities in the concerned areas.
- (v) The Committee shall render assistance for the proper implementation of nutrition, family welfare schemes, health education, immunization programme undertaken by the PRIs.
- (vi) The Committee shall prepare proposals/make recommendations to the Zilla Parishad for construction and maintenance of old age home, yatri niwas etc. if any available within the jurisdiction of the PRIs.

**6. General Terms & Conditions For All Committees:**

- a) All the Committees shall meet once in every month and have not less than eight sitting in a year and will submit its recommendations to the concerned PRIs. The minutes of every meeting shall be drawn up and recorded by the Panchayat Secretary/Executive Officer/Chief Executive Officer as the case may be in the capacity of ex-officio Secretary of the relevant committees and invariably endorse a copy of minutes to the Administration.
- b) If there is different of opinion on any motion or resolution shall be put to vote by show of hands or by ballot and may be decided. In the case of not arriving to a conclusion or a decision, the matter shall be referred to the Administration through the Director (RD/LSG). The decision of the Administration in such cases shall be the final.
- c) Each Committee shall consist not less than three and more than five members; one amongst them shall be the Chairperson of the Committee. To the possible extent, women elected member may also be accommodated.
- d) The Committee shall be a Recommending Body. However, in case of any deviation from the recommendation of the Committee, the concerned PRI shall invariably record the same in writing duly justifying the reason thereof and communicate the Director(RD/LSG) and Administration within seven days of such decision and seek ratification.

- e) Selection of members to the Committee shall be in proportion of the members representing various political parties in each PRI by means of the single transferable vote and preferably the member of opposition will be the Chairperson.
- f) The Panchayat Secretary of GP, The Executive Officer of Panchayat Samiti and the Chief Executive Officer of Zilla Parishad shall function as ex-officio Secretary of the Committees in respective PRIs.
- g) Orders constituting committees shall be issued by the concerned PRIs and copies endorsed to the Director of RD/LSG and Administration.
- h) The Chairman or members of the Committees shall not be eligible for any extra/additional remuneration.
- i) Any work/project on the emergent situation on public demand as referred in Rule 28 of the Andaman and Nicobar Islands (Panchayat Administration) Rules, 1997 shall be considered by the respective Committees for recommendation, in addition to ratification of such works by the concerned Gram Sabhas as defined under rule ibid.
- j) The committees shall be of advisory in nature. The tenure of the Committee will be one year from the date of its Constitution and shall be re-constituted in every year either by the same members or by electing new members by the respective Panchayat in a specially convened meeting.
- k) Vacancies any arised subsequently after Constitution of the Committee shall be filled within 15 (fifteen) days of occurring such vacancy.

Sd/-

( Prof. RAM KAPSE)

Lieutenant Governor (Administrator),  
Andaman and Nicobar Islands.

By order and in the name of the Lt. Governor,

Sd/-

(Sasikala Viswanathan)  
Assistant Secretary (RD/LSG)