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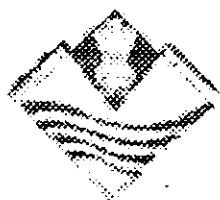
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संख्या  
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पत्रावली सं०-20236D

दिनांक 28/5/2004



## सोसाइटी-रजिस्ट्रीकरण का

### प्रमाण-पत्र

(अधिनियम संख्या 21,1860 के अधीन)

संख्या 136/2004 - 2005

एतद्वारा प्रमाणित किया जाता है कि उत्तरांचल ई-गवर्नेंस इनिशिएटिव प्रोजेक्ट मैनेजमेंट यूनिट । 176 अजवपुर कलॉ, मोथरावाला रोड, धर्मपुर, देहरादून। को आज उत्तरांचल में अपनी प्रवृत्ति के सम्बन्ध में यथासंशोधित सोसाइटी रजिस्ट्रेशन अधिनियम, 1860 ई० के अधीन सम्यक् रूप से रजिस्ट्रीकृत किया गया है। यह प्रमाण-पत्र 27/05/2009 तक विधिमान्य होगा।

आज दिनांक 28/05/2004 को मेरे हस्ताक्षर से दिया गया।

*28/5/2004*

सोसाइटी के रजिस्ट्रार,  
उत्तरांचल।

# UTTARANCHAL E-GOVERNANCE INITIATIVE PROJECT MANAGEMENT UNIT

## Memorandum of Association

- 1- **Name of the Society** – The name of the society shall be: "Uttaranchal E-Governance Initiative Project Management Unit". (hereinafter referred to as "PMU")
- 2- **Address** – 176, Ajabpurkalan, Motharawala Road, Dharampur, Dehradun. 248001
- 3- **Location** – The PMU shall have its head office at Dehradun in the State of Uttaranchal with liberty for it to establish one or more subordinate offices or outlets elsewhere in the State, or beyond the State of Uttaranchal as required.
- 4- **Area of Operation** – The area of operation of the society shall be whole of India.
- 5- **Objectives** –  
The PMU shall act as an independent and autonomous body to guide and monitor the various projects and provide expert inputs as and when required and to monitor and evaluate different development schemes and to conduct different studies of the developmental projects.

The objectives of the Society would be the following:-

- (a) Implementation of the Projects relating to E-Governance;
- (b) Take up parallel/ simultaneous E-Governance and BPR Projects, which are coterminus and complementary to the initiatives in the World Bank Project;
- (c) Take up initiatives of Good Governance with IT as an enabling tool to enhance effectiveness transparency, efficiency and accountability of the governmental process;

- 6- **Functions** – To achieve the above objectives the Society and the PMU established there under shall carry out the following functions:

- (I) To undertake all activities that may be necessary for the implementation of the project and in particular for the achievement of the objectives referred to as in article 5 above;
- (II) To coordinate and monitor the activities for implementation of the project;

  
N. Ran'dhan

- (III) Develop and periodically review the E-Governance agenda of Uttaranchal;
- (IV) Ensure that each Project is in line with the overall E-Governance agenda;
- (V) Monitor the progress of the various projects and ensure that the projects are on mission critical mode;
- (VI) Ensure coordination and dovetailing between various projects;
- (VII) Provide expert inputs on critical matters and facilitate decisions on any critical issues;
- (VIII) Highlight progress/key issues to Steering committee/ GoUA and facilitate resolution of the same;
- (IX) Appointment of Task forces/facilitate creation of cross departmental teams for each projects;
- (X) Allocation of resources on need basis to various projects;
- (XI) Provide an overall framework for critical activities (such as procurement, engagement of external agencies, technology selection, architecture development etc.);
- (XII) Coordination and management of training programmes for personal of PMU, Representatives from different departments, Facilitators, village communities, school teachers etc;
- (XIII) To organize conferences, symposia workshops etc. on matters related to the project;
- (XIV) To make rules and regulation for the conduct of the affairs of the PMU and add or amend, vary or rescind them from time to time;
- (XV) To establish its salary structure and benefit structure and to employ, retain or dismiss personnel as required in PMU. To accept, make, enclose or otherwise execute cheques, drafts, receipts, bills of exchange or other instruments and securities as are required for the conduct of the PMU's business;
- (XVI) To undertake any legal actions that may be necessary to ensure the fulfillment of contracts made between the PMU and others;
- (XVII) To enter into contracts without a requirement for government approval other than that by government representative on the PMU's Executive Committee;
- (XVIII) To conduct such surveys and studies in collaboration with other universities, institutions and organizations as would appear necessary in the interest of the Project and in furtherance of the objectives of the Society;
- (XIX) To incur expenditure after drawing up a budget and with due regard for economy and propriety;
- (XX) To prepare annual report and accounts of the PMU;
- (XXI) To purchase, hire, take on lease, exchange or otherwise acquire property, movable or immovable and construct, alter and maintain any building or buildings as may be necessary for carrying out the objectives of the PMU;

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- (XXII) To take all such actions and to enter all such actions as may appear necessary or incidental for achieving the objectives of the PMU;
- (XXIII) To publish Books, Periodicals, Reports and other Literatures in furtherance of objectives of the society;
- (XXIV) To provide, on request, advisory and consultancy service to the government and other institution engaged in different development works for building up sound database.

7- **First Members of the Executive Committee -**

The names, addresses, occupations and designations of the First Members of the Executive Committee of the PMU to whom by the rules and regulations of the PMU, the management of its affairs is entrusted as required under section 2 of the Societies registration Act, 1860 (No. XXI of 1860) are as follows:

Sl.No.	Occupations and Addresses of Members	Designation
1	Chief Secretary, GoUA	Chairman
2	Additional Chief Secretary/Principal Secretary/Secretary*, Education, GoUA	Member
3	Principal Secretary/Secretary*, Finance, GoUA or representative not below the rank of Jt. Secretary	Member
4	Principal Secretary/Secretary*, Rural Dev., GoUA or rep. not below the rank of Jt. Secretary	Member
5	Principal Secretary/Secretary*, Social welfare, GoUA or rep. not below the rank of Jt. Secretary	Member
6	Principal Secretary/Secretary*, IT, GoUA	Vice Chairman/ Member Secretary
7	Principal Secretary/Secretary*, Planning, GoUA	Member
8	Principal Secretary/Secretary*, Urban Dev., GoUA or rep. not below the rank of Jt. Secretary	Member
9	Principal Secretary/Secretary*, Industry, GoUA or rep. not below the rank of Jt. Secretary	Member
10	Principal Secretary/Secretary*, PWD, GoUA or rep. not below the rank of Jt. Secretary	Member
11	State Informatics Officer, NIC, Uttaranchal	Member
12	Additional Secretary/ Jt. Secretary, IT, GoUA	Member

\* Additional Chief Secretary/ Principal Secretary/ Secretary who-so-ever is holding the charge of the Deptt. Additional Chief Secretary/ Principal Secretary may however nominate the Secretary/ Additional on his/her behalf.

Director, PMU may be appointed and the charge of Member-Secretary delegated to him.

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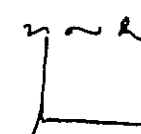
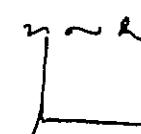
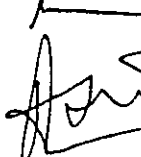
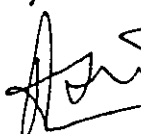
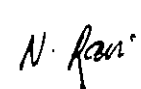
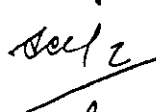



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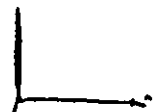
A copy of the rules of the PMU certified to be correct copy by three members of the Executive Committee is filled along with this Memorandum of Association.

8. We, the several persons whose names and addresses are given below having associated ourselves for the purpose described in this Memorandum of Association do hereby subscribe our names to this Memorandum of Association & set out several and respective hands hereunto and form ourselves into a society under the Societies Registration Act, 1860 (No XXI of 1860) this.....day of ....., 2004 at Dehradun.

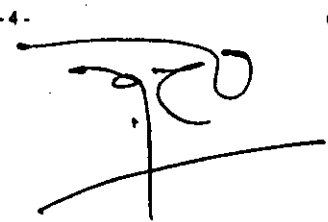
Name, Addresses, Occupations and designations of the members of the Executive Committee:-

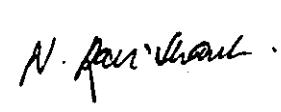
Sl. No.	Name	Occupations and addresses of Members	Designation	Signature
1	Dr. R. S. Tolia	Chief Secretary, GoUA	Chairman	
2	Sh. M. Ramchandran	Additional Chief Secretary, GoUA	Member	
3	Sh. Indu Kumar Pandey	Principal Secretary, Finance, GoUA	Member	
4	Ms. Vibha Puri Das	Principal Secretary, Rural Dev., GoUA	Member	
5	Sh. S. K. Muttu	Principal Secretary, Social Welfare, GoUA	Member	
6	Sh. Amarendra Sinha	Secretary, IT, Planning & EAP, GoUA	Vice Chairman/ Member-Secretary	
7	Sh. N. Ravi Shankar	Secretary, PWD, GoUA	Member	
8	Dr. Sanjeev Chopra	Secretary, Industry, GoUA	Member	
9	Sh. P. K. Mohanty	Secretary, Urban Dev., GoUA	Member	
10	Sh. Alok Kumar	Additional Secretary, IT, GoUA	Member	
11	Dr. Rakesh Goyal	State Informatics Officer, NIC, UA	Member	











**Rules of the UTTARANCHAL E-GOVERNANCE INITIATIVE  
Project Management Unit**

1. **Name of the Society:** The name of the society shall be "Uttaranchal E-Governance Initiative Project Management Unit". (Hereinafter referred to as "PMU")
2. **Headquarter of the Society:** The PMU shall have its head office at Dehradun in the state of Uttaranchal with liberty for it to establish one or more subordinate offices or outlets elsewhere in the State or beyond the State of Uttaranchal as required.
3. **Address of the Society:** Uttaranchal E-Governance Initiative Project Management Unit, 176, Ajabpurkalan, Motharawala Road, Dharampur, Dehradun. 248001
4. **Short Title:** These Rules shall be called "Uttaranchal E-governance Initiative Project Management Unit (UEIPMU)".
5. **Scope and Application:**
  - (i) These Rules shall extend to all the units and activities of the PMU.
  - (ii) These Rules shall come into force from the date on which the PMU is registered under the Societies Registration Act, 1860 as applicable to the State of Uttaranchal.
6. **Definitions:** In these Rules unless the context otherwise requires:-
  - (a) "Act" means the Societies Registration Act, 1860 (Act No. XXI of 1860).
  - (b) the "PMU" or the "Society" shall mean the Uttaranchal E-governance Initiative Project Management Unit;
  - (c) "Executive Committee" means the Executive Committee of the Society as constituted under the Rule 12;
  - (d) the "Chairman" means the Chairman and the "Vice Chairman" means the Vice Chairman of the PMU referred to in rule 19;
  - (e) the "Member Secretary" means the Member Secretary referred to in rule 20;
  - (f) the "Director" means the Director of the PMU appointed by the Society;
  - (g) the "State Government" means the Government of State of Uttaranchal;
  - (h) "Secretariat" refers to the Director and staff of the Society who are responsible for implementation of all the activities of the PMU under rule 21;
  - (i) "Project" means Uttaranchal E-governance Initiative Project as formulated by the State Government and includes the project as modified and elaborated by the State Government from time to time on the basis of reviews.
  - (j) "IT Department" means IT Department of the State of Uttaranchal;
  - (j) words imparting the singular number also include the plural number and vice-versa;
  - (k) words imparting the masculine gender also include feminine gender.

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7. **General Body:** The General Body of the PMU shall consist of the following members:-

- 1 Chief Secretary, GoUA :Chairman
- 2 Additional Chief Secretary/ Principal Secretary/ Secretary\*, Education, GoUA :Member
- 3 Principal Secretary/ Secretary\*, Finance, GoUA or representative not below the rank of Joint Secretary :Member
- 4 Principal Secretary/Secretary\*, Rural Development, GoUA or representative not below the rank of Joint Secretary :Member
- 5 Principal Secretary/Secretary\*, Social welfare, GoUA or representative not below the rank of Joint Secretary :Member
- 6 Principal Secretary/Secretary\*, IT, GoUA :Vice Chairman/ Member Secretary
- 7 Principal Secretary/Secretary\*, Planning, GoUA or representative not below the rank of Joint Secretary :Member
- 8 Principal Secretary/Secretary\*, Industry, GoUA or representative not below the rank of Joint Secretary :Member
- 9 Principal Secretary/Secretary\*, PWD, GoUA or representative not below the rank of Joint Secretary :Member
- 10 Principal Secretary/Secretary\*, Tourism, GoUA or representative not below the rank of Joint Secretary :Member
- 11 Principal Secretary/Secretary\*, Urban Development, GoUA or representative not below the rank of Joint Secretary :Member
- 12 Principal Secretary/Secretary\*, Agriculture/ Horticulture, GoUA or representative not below the rank of Joint Secretary :Member
- 13 Director, Treasuries, GoUA Uttaranchal :Member
- 14 Director, Education, GoUA Uttaranchal
- 15 State Informatics Officer, NIC, Uttaranchal :Member
- 16 Director, Information & Public Relations, GoUA Uttaranchal :Member
- 17 Three D.M.'s to be nominated by the Chairman by rotation :Member
- 18 Three DIO (NIC) to be nominated by the Vice Chairman by rotation :Member
- 19 Five IT Experts to be nominated by the Society :Member

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*\* Additional Chief Secretary/ Principal Secretary/ Secretary who-so-ever is holding the charge of the Deptt. Additional Chief Secretary/ Principal Secretary may however nominate the Secretary/ Additional on his/her behalf.*

8. **Terms of the Members of the PMU:** The membership of the exofficio members of the PMU and of the Executive Committee shall terminate when he ceases to hold the office by virtue of which he was member and his successor to the office shall become such member.

9. **Role of Members:** The PMU shall maintain a roll of members at its registered office and every member shall sign the roll and state there in his/her rank or occupation and address. No member shall be entitled to exercise rights and privileges of a member unless he/she has signed the roll as aforesaid.

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10. **Change of Address:** If a member of the PMU changes his/her address he/she shall notify his/her new address to the Member Secretary, who shall there upon enter his/her new address in the roll of members. But if a member fails to notify his/her new address the address in the roll of members shall be deemed to be his/her address.

11. **Vacancy:** Any vacancy in the PMU or in the Executive Committee shall be filled in by the authority entitled to make such appointment. No act or proceedings of the PMU or of the Executive Committee shall be invalid merely by reason of the existence of any vacancy therein or of any defect in appointment of any of its members.

12. **Executive Committee:** (A) The Executive Committee shall consist of the following members:-

Sl.No.	Occupations and Addresses of Members	Designation
1	Chief Secretary, GoUA	Chairman
2	Additional Chief Secretary/Principal Secretary/ Secretary*, Education, GoUA	Member
3	Principal Secretary/Secretary*, Finance, GoUA or representative not below the rank of Joint Secretary	Member
4	Principal Secretary/Secretary*, Rural Development, GoUA or representative not below the rank of Joint Secretary	Member
5	Principal Secretary/Secretary*, Social welfare, GoUA or representative not below the rank of Joint Secretary	Member
6	Principal Secretary/Secretary*, IT, GoUA	Vice Chairman/ Member Secretary
7	Principal Secretary/Secretary*, Planning, GoUA	Member
8	Principal Secretary/Secretary*, Urban Development, GoUA or representative not below the rank of Joint Secretary	Member
9	Principal Secretary/Secretary*, Industry, GoUA or representative not below the rank of Joint Secretary	Member
10	Principal Secretary/Secretary*, PWD, GoUA or representative not below the rank of Joint Secretary	Member
11	State Informatics Officer, NIC, Uttaranchal	Member
12	Additional Secretary/ Joint Secretary, IT, GoUA	Member

(B) To assist the Executive Committee and its discharge of duties & responsibilities a Finance Committee comprising following shall be constituted as under :-

(i)	Principal Secretary/ Secretary*, IT, GoUA	Chairman
(ii)	Principal Secretary/ Secretary*, Finance, GoUA or representative not below the rank of Joint Secretary	Member
(iii)	Director, PMU	Member
(iv)	Project management Expert	Member
(v)	IT Expert	Member
(vi)	Financial management expert/ finance controller/ finance advisor, PMU	Member secretary

\* Additional Chief Secretary/ Principal Secretary/ Secretary who-so-ever is holding the charge of the Deptt. Additional Chief Secretary/ Principal Secretary may however nominate the Secretary/ Additional on his/her behalf.

N. Pooni Shrestha



The recommendation of the Finance Committee with the approval of the Chairman PMU shall be implemented as if approval of Executive Committee has been obtained. However, the recommendation shall be ratified by the Executive Committee in its next meeting.

13. Meeting and Proceedings:

- (a) The General Body of the PMU shall ordinarily meet once in every year and the Executive Committee shall meet at least once in six month at Dehradun or at such other convenient place as may be fixed by the Chairman. Provided that the Chairman may whenever he thinks fit, direct the Member Secretary to call a special meeting.
- (b) For every meeting of the PMU or of the Executive Committee a notice of not less than ten clear days specifying the place, date and time of the meeting and in case of special business, the general nature there of shall be given to all members. But in case of emergency the Chairman may reduce the above period of notice to such number of days as he deems fit in the circumstances of the case.
- (c) Every meeting of the PMU or of the Executive Committee shall be presided over by the Chairman or in his absence by the Vice Chairman.

14. Quorum:

- (a) Not less than five members of the PMU and four member of the Executive Committee shall constitute the quorum at their respective meeting. A fresh meeting must be convened by the Member Secretary in case this requirement of quorum is not met at any meeting. At such adjourned meeting no quorum shall be necessary and the members present may transact the business for which the meeting was called.
- (b) Should a person who is a member of the PMU by virtue of the office held by him be prevented from attending a meeting of the PMU or the Executive Committee, a substitute to take his place at the meeting may be nominated by him. Such a substitute will be entitled to take part in the proceedings of that meeting for which he has been nominated and will also have the right to vote thereat.
- (c) Each member including the member presiding at the meeting of the PMU or of the Executive Committee shall have one vote but the presiding member shall also have a casting vote in addition to his vote as a member in case of equality of votes. All the matters shall be decided by a majority of votes.

15. Resolution:

- (a) A member after giving notice of fifteen days or with the permission of the Chairman can move resolution at a meeting of the PMU or of the Executive Committee.
- (b) Any business which it may be necessary for the Executive Committee to perform may be performed by a resolution in writing circulated among all its members and any such resolution circulated and approved by a majority of the members recording their consent of such resolution shall be as effective and binding as if such resolution had been passed at the meeting of the PMU/ the Executive Committee as the case may be. Proceedings of every meeting signed by the Chairman shall be properly kept by the Member Secretary and shall be read out at its next meeting and confirmed either with or without amendments as the case may be.

16. Minutes:

A copy of the minutes of the proceedings of each meeting shall be furnished to the Executive Committee members as soon as possible after the completion of a meeting.

17. T.A. Rules:

The Executive Committee will make rules for traveling and daily allowances in respect, of the journeys undertaken by employees, members of the PMU or the Executive Committee, or the committees, sub-Committees or Boards in connection with the business of the PMU or the Executive Committee.

18. Functions and Powers of the Executive Committee:

- (i) Save as herein expressly provided as having to be passed by the Society in the general meeting all the duties, powers, function and rights, whatsoever, consequential and incidental to the carrying of the objectives of the PMU shall only be exercised or performed by the Executive Committee.
- (ii) In particular and without prejudice to the generality of the foregoing provision, the Executive Committee will...
  - (a) make, amend or repeal any by-laws relating to administration and management of the affairs of the PMU subject to the observance of the provisions contained in the Act;
  - (b) consider the annual budget and the annual action plan, its subsequent alterations placed before it by the Member Secretary from time to time and pass it with such modifications as the Executive Committee may think fit;
  - (c) accept donations and endowment or give grants upon such terms and conditions as it may think fit;
  - (d) delegate its powers, other than those of making rules, to the Chairman, Member Secretary or other authorities as it may think fit;
  - (e) appoint committees, sub-committees and Boards etc. for such purpose and on such terms as it may deem fit, and to remove any of them;
  - (f) recruit and appoint all the key administrative and technical staff of the PMU;
  - (g) set policy for the Secretariat of the PMU;
  - (h) monitor the financial position of the Secretariat of the PMU in order to ensure smooth income flow and to review annual audited accounts;
  - (i) do generally all such acts and things as may be necessary or incidental to carrying out the objectives of the PMU or any of them. Provided that nothing herein contained shall authorize the Executive Committee to do any act or to pass any bye-laws which may be repugnant to the provisions hereof, to the powers hereby conferred on the Executive Committee and other authorities, or which may be inconsistent with the objectives of the PMU.

19. POWERS AND DUTIES OF CHAIRMAN:

The Chief Secretary, Uttaranchal shall be the Chairman of the PMU and the Executive Committee and shall preside all meetings of the same.

The chairman 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 and on the receipt of such requisition the Member Secretary shall forth with call such a meeting.

The chairman shall enjoy such powers as may be delegated to him by the PMU and the Executive Committee.

**20. APPOINTMENT, POWERS AND DUTIES OF THE MEMBER SECRETARY :**

The Member Secretary of PMU will be appointed by the Government of Uttaranchal in order to facilitate the development and operationalization of the PMU and its secretariat.

The Member Secretary will be supervised by and responsible solely to the Executive Committee. The Member Secretary will liaise with the State Government, the representatives of the Government of India and the World Bank for any matter pertaining to the day to day operation of the PMU and its secretariat.

The Member Secretary will have overall responsibility for planning and executing the work of the secretariat, for supervising the work of the technical units, directing and overseeing implementation through the Secretariat, financial and technical officers.

The bankers of the PMU shall be appointed by the Member Secretary with the approval of the Executive Committee. All funds of the PMU shall be paid into the PMU's account with the said bankers.

The Member Secretary shall also perform such functions as may be delegated to him/her by the PMU, Chairman and or Executive Committee from time to time.

**21. SECRETARIAT :** Executive Committee with the assistance of the Member Secretary will establish a Secretariat constituting of technical and financial professionals to serve as the project implementation arm of the PMU.

**22. POWERS AND RESPONSIBILITIES OF THE SECRETARIAT :**

The Secretariat consists of the Member Secretary and staff. As the implementation arm of the PMU it will exercise day to day management of the PMU's activities and will have two main functions--programme and financial management including the disbursement of funds. In particular, it will be responsible for:

- (a) developing detailed implementation plans for all components of the Uttaranchal E-governance Initiative Project activities along with relevant institutions e.g. World Bank, Government of India, Private Organizations etc;
- (b) contracting out all implementation to appropriate entities;
- (c) making grants, issuing contracts or arranging other kinds of agreement with the range of Organizations/institutions involved in the project and disbursing funds for the implementation of planned activities;
- (d) coordinating all project activities;
- (e) monitoring the implementation of activities and utilization of funds disbursed;
- (f) hiring local consultants;
- (g) preparing regular implementation and financial reports for the executive committee.

**23. FUNDS :**

(1) The funds of the PMU shall consist of the following :-

- (a) Recurring and non-recurring grants/loans made by the Government of India and/ or the State Government for the furtherance of the objectives of the PMU;
- (b) Income from investment;
- (c) Income from other sources;
- (d) Grants, donation or assistance of any kind from Multilateral/Bilateral agencies.

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(2) There shall also be a special fund which would consist of :-

- (a) Such amount as are received with a specific condition that income thereof alone shall be used for the purpose of the P.M.U. (with the Corpus being left intact);
- (b) Such other amount as General Body may decide to divert from the regular fund to the special fund to be used in the manner specified in clauses(a).

**24. OPERATION OF THE FUNDS AND ACCOUNTS :**

The funds and bank account of the PMU shall be operated jointly by the Director and Head of the Accounts organization of the PMU, who may hereafter be appointed by the PMU.

**25. AUDIT :** The accounts of the PMU shall be audited by a Chartered Account to be appointed by the Chairman/Member Secretary of the PMU. The nature of the audit to be applied and the detail arrangement to be made in regard to the form of accounts and their maintenance and the presentation of the accounts for audit shall be prescribed by the byelaws to be framed by the Executive Committee.

The Auditor shall also submit a report showing the exact state of financial affairs of the PMU. The copies of the balance sheet and the auditor's report shall be certified by the auditor.

**26. ANNUAL REPORT :** An annual report of the proceedings of the PMU and all work undertaken during the year shall be prepared by the Executive Committee. This report and the auditor's account of the PMU shall be placed before the PMU at the Annual General Meeting.

Within 30(thirty) days after holding an Annual General Meeting there shall be filed with the Registrar of Societies, Uttaranchal:-

- (1) a list of names, addresses and occupation of the office bearers of the PMU;
- (2) an annual report of the previous year. Both the list and the annual report shall be certified by the Chairman and the Member Secretary; and
- (3) a copy of the balance sheet and of the auditor's report certified by the auditor.

**27. Properties of the PMU :** All properties of the PMU shall belong to the PMU itself.

The income and the property of the PMU shall only be applied towards the promotion of the objectives as set forth in the Memorandum of Association of the PMU subject to such terms and conditions as the Executive Committee may impose in respect of expenditure to be incurred from grants sanctioned to the PMU from time to time. The PMU shall:

- (a) seek and receive grants, loans and such other goods and materials as the Government of India/State Government may sanction from time to time;
- (b) provide funds to the relevant units of PMU for disbursement to public and private sectors;
- (c) organize and arrange for supply of equipments and other inputs to appropriate organizations;
- (d) arrange and organize training and infrastructural support to appropriate organizations;
- (e) draw, accept, make endorsements, discount and negotiate with the Government of India and other authorities promissory notes, bills of exchange, cheques or other negotiable instruments;
- (f) invest the funds or the money entrusted to the PMU as it deems fit subject to the specific terms of grants received, if any;

- (g) purchase, take on lease, accept as gift, construct or otherwise acquire any property, movable or immovable, wherever suitable, which may be necessary;
- (h) employ directly or indirectly by grants to other institutions/persons to further the programme to be undertaken/supported by the PMU;
- (i) to enter into contract with any Government or Authority, Local Self Government, Non-Government organization or otherwise to obtain from such Government or Authority, Local self-Government and/or Non-Government organization any rights, privileges, concessions, financing or otherwise that the PMU may deem desirable to obtain and carry out, exercise and comply with the agreements, rights privileges and concessions so required in furtherance of the objects of the PMU;
- (j) do all other things as may be considered necessary by the PMU and may be incidental or conducive to the attainment of its objectives.

No portion of income or property of the PMU shall be paid or transferred directly or indirectly by way of profits to persons who may at any time be or have been members of the PMU or by any person claiming through such members provided that nothing herein contained shall prevent payments in good faith of remuneration, allowances or honorarium in return for any service rendered by them to the PMU.

**28. SUITS AND PROCEEDINGS:** The PMU may sue or be sued in the name of the PMU through its Member Secretary.

- (a) No suit or proceeding shall abate by reason of any vacancy or change in the holder of the office of the Chairman, the Member Secretary or any office bearer authorized in this behalf.
- (b) Every decree or order against the PMU in any suit or proceeding shall be executable against the property of the PMU and not against the person or the property of the Chairman, the Member Secretary or any office bearer.
- (c) Nothing in sub-rule (b) above shall exempt the Chairman, the Member Secretary or office bearer of the PMU from any criminal liability under the act or entitle him to claim any contribution from the property of the PMU in respect or any fine to be paid by them on conviction by a criminal court.

**29. MODIFICATION OF THE OBJECTIVES OF THE PMU:**

Subject to approval of the State Government, PMU may alter or extend the purpose for which it is established:

- (a) if the Executive Committee shall submit the proposition for such alteration or extension as aforesaid to the members of the PMU in a written or printed report;
- (b) if the Executive Committee shall convene a special General Meeting of the members of the PMU according to these Rules for the consideration of the said proposition;
- (c) if such report be delivered or sent by post to every member of the PMU (ten) clear days previous to such special General Meeting as aforesaid;
- (d) if such proposition be agreed to by the votes of three-fifths of the members of the PMU delivered in person at such special General Meeting as aforesaid; and
- (e) if such proposition be confirmed by the votes of three-fifths of the members of the PMU present at a second special General Meeting convened by the Executive Committee at an interval of one month after the former meeting.

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30. **MODIFICATION OF THE RULES:** These Rules or any Rules made by the PMU hereafter may be altered or canceled with the prior approval of the State Government and at any time by a resolution passed by a majority of two-third of the members present at any meeting of the PMU duly convened for the purpose. The modified Rules will be deemed to have come into force in accordance with the provisions of the Act.

31. **BYE-LAWS:** The Executive Committee shall, with the previous approval of the State Government frame bye-laws in the form of Operations Manual not inconsistent with these Rules for the affairs of the PMU. The PMU may likewise add, amend, alter or rescind any bye-law so framed.

32. **FIRST BYE-LAWS OF THE PMU:** The Executive Committee shall be responsible for having first bye-laws made. These should receive approval of the State Government before coming into effect.

33. **ANNUAL GENERAL MEETING:** The PMU shall hold an Annual General Meeting every year and not more than 15 (fifteen) months shall elapse between two successive Annual General Meeting.

The balance sheet and the Auditor's Report shall be placed at the Annual General Meeting of the PMU for its consideration.

34. **CONTRACTS:**

(a) All contracts and other instruments for and on behalf of the PMU shall subject to the provisions of section 5-A of the Act, be expressed to be made in the name of the PMU and shall be executed by the persons authorized by the Executive Committee.

(b) No contracts for the sale, purchase or supply of any goods or material shall be made for and on behalf of the PMU with any member of the PMU or the Executive Committee or his relative or firm in which such member or his relative is a partner or shareholder or with any other partner or shareholder of a firm or a private company in which the member is a partner or director.

35. **COMMON SEAL:** The PMU shall have a common seal of such make and design as the Executive Committee may approve.

36. **STATE GOVERNMENT'S POWER TO REVIEW WORK:**

(a) Notwithstanding anything to the contrary contained in these Rules the State Government may appoint one or more persons to review the work and progress of the PMU and hold enquires into the affairs thereof and report thereon in such manner as the State Government may direct.

(b) Upon receipt of the report, the State Government shall consult with the Executive Committee regarding any issues, which, it feels, should be dealt with or actions, which, it feels, should be taken.

37. The State Government can also issue directions to the PMU on any matter which it deems fit.

38. **DISSOLUTION OF THE PMU:** The dissolution proceedings shall be made in accordance with the provisions of the Act as amended from time to time in its application to Uttaranchal.

39. **NOTICE:** Notice may be served upon any member of the PMU either personally or by sending it through post in an envelope addressed to such member at the address mentioned in the roll of members. Any notice so served by post shall be deemed to have been served on the day following that on which the letter, envelope or wrapper containing the same is posted and in

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proving such service it shall be sufficient to prove that the cover containing such notice was properly addressed and put into the post office.

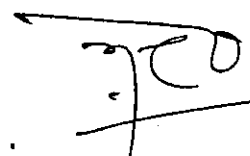
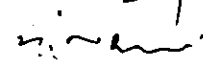
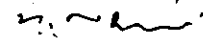
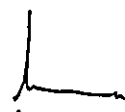
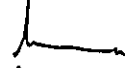
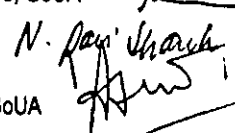
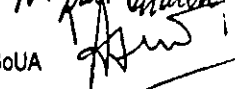

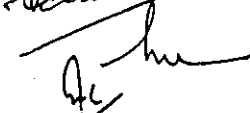


**40. RECORDS OF THE SOCIETY:** The PMU shall keep in its registered office proper books of accounts, in which should be entered accurately:-

- (a) all sums of money received and the source thereof , all sums of money expended by the PMU and the object or purpose for which such sums are expended;
- (b) the PMU's assets and liabilities.

The other records will be :-

- (1) Agenda Register.
- (2) Membership Register.
- (3) Proceedings Register.
- (4) Cash Book.
- (5) Records of the employees of the PMU.
- (6) Records of the Accounts and Claims

We, the following members of the Executive Committee, certify that the above is correct copy of the Rules of the PMU.

Sl. No.	Name	Occupations and Addresses of Members	Signature
1	Dr. R. S. Tolia	Chief Secretary, GoUA	
2	Sh. M. Ramchandran	Additional Chief Secretary, GoUA	
3	Ms. Vibha Puri Das	Principal Secretary, Rural Dev., GoUA	
4	Sh. Indu Kumar Pandey	Principal Secretary, Finance, GoUA	
5	Sh. S. K. Muttu	Principal Secretary, Social Welfare, GoUA	
6	Sh. N. Ravi Shankar	Secretary, PWD, GoUA	
7	Sh. Amarendra Sinha	Secretary, IT, Planning & EAP, GoUA	
8	Dr. Sanjeev Chopra	Secretary, Industry, GoUA	
9	Sh. P. K. Mohanty	Secretary, Urban Dev., GoUA	
10	Sh. Alok Kumar	Additional Secretary, IT, GoUA	
11	Dr. Rakesh Goyal	State Informatics Officer, NIC, UA	

**Dated:**