

Bangladesh



Gazette

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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF LAND ADMINISTRATION, LOCAL GOVERNMENT,
RURAL DEVELOPMENT AND CO-OPERATIVES.

(Land Administration and Land Reforms Division)

NOTIFICATION

Dacca, the 3rd November, 1977.

No. S.R.O. 328-L/77.—In exercise of the powers conferred by the proviso to article 133 of the Constitution of the People's Republic of Bangladesh, the President, after consultation with the Public Service (First) Commission as required by clause (2) of article 140 of that Constitution, is pleased to make the following rules, namely:—

1. **Short title.**—These rules may be called the Controller of Accounts (Internal Audit Organisation of the Land Administration and Land Reforms Division) Recruitment Rules, 1977.

2. **Definitions.**—In these rules, unless there is anything repugnant in the subject or context,—

(a) "Organisation" means the Internal Audit Organisation of the Land Administration and Land Reforms Division; and

(b) "Post" means the post of Controller of Accounts.

3. **Procedure of recruitment.**—Subject to the other provisions of these rules, appointment to the post shall be made—

(a) by promotion from amongst persons holding the post of Assistant Controller of Accounts in the Organisation; and

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Price: 50 Paise.

- (b) where no suitable candidate is available for promotion, by transfer on deputation of an officer not below the rank of Deputy Accountant-General from the office of the Accountant-General of Bangladesh.

4. **Appointment.**—(1) No appointment to the post shall be made by the Government except upon the recommendation of the Superior Selection Board constituted by the Establishment Division Resolution No. সঃবি/এ১-২২৪/৭৫-৬২৯, dated the 29th August 1975.

(2) No person shall be eligible for appointment by promotion to the post if—

- (a) he has not put in at least twelve years' continuous service as Assistant Controller of Accounts in the Organisation; and
- (b) he is not certified by a medical Board set up for the purpose by the Government to be medically fit for such appointment and that he does not suffer from any such organic defect as is likely to interfere with the discharge of the duties of the post.

By order of the President
J, AHMED
Additional Secretary.

MINISTRY OF COMMERCE

NOTIFICATION

Dacca, the 3rd November, 1977.

No. S.R.O. 329-L/77.—In exercise of powers conferred by section 19 of the Export Promotion Bureau Ordinance, 1977 (Ordinance No. XLVII of 1977), the Government is pleased to make the following rules, namely:—

1. **Short Title and Commencement.**—(1) These rules may be called the Export Promotion Bureau Rules, 1977.

(2) They shall come into force at once.

2. **Definition.**—In these rules, unless there is anything repugnant in the subject or context, "Ordinance" means the Export Promotion Bureau Ordinance, 1977 (Ordinance No. XLVII of 1977).

3. **Meetings of the Board.**—(1) The meetings shall be held as and when necessary and at such times and places as the Vice-Chairman may, in consultation with the Chairman, determine:

Provided that a meeting may also be otherwise convened by the Chairman when he so thinks fit.

(2) To constitute a quorum at such a meeting, not less than one-third of the total number of members shall be present.

(3) The notice of such meeting shall be issued by the Vice-Chairman, or an officer authorised by him in this behalf.

(4) The Vice-Chairman shall, in consultation with the Chairman, call a meeting on a requisition signed by at least one-third of the total number of members to consider only such matters as are indicated in the notice of requisition.

(5) The Vice-Chairman shall also call such a meeting, when so asked by the Government, to consider any matter of public importance.

(6) The Vice-Chairman shall, in consultation with the Chairman, determine the agenda for each meeting.

(7) No less than seven clear days notice of each meeting shall be given to the members.

(8) Non-receipt of notice for a meeting issued under sub-rule (7) by any member shall not invalidate the proceedings of such meeting.

(9) A meeting shall be presided over by the Chairman and, in his absence by the Vice-Chairman; and in case both the Chairman and the Vice-Chairman are absent, one of the members authorised by the Chairman or, in his absence, by the Vice-Chairman, in that behalf shall preside.

(10) At such a meeting, each member shall have one vote and in the event of equality of vote, the Chairman of that meeting shall have a casting second vote.

(11) A meeting may also be held by circulation, but no resolution shall be deemed to have been duly passed by the Board by circulation unless the draft resolution together with supporting notes and papers, if any, has been circulated to all the members and has been approved by a majority of the members.

4. Adjournment of Meetings.—(1) If in any meeting the quorum is not formed, the meeting shall stand adjourned to a time, date and place to be decided by the Chairman of the meeting, and the adjourned meeting shall be held within a week from the date of adjourned of the meeting.

(2) If at any such adjourned meeting the quorum is also not present within half an hour from the time appointed for holding the meeting, the members present shall form the quorum.

(3) The Chairman may, with the consent of the majority of the members present at a meeting, adjourn the same to another date, time and place.

(4) No business other than those which are included in the agenda shall be transacted at any meeting or adjourned meeting without the permission of the Chairman or the Vice-Chairman.

(5) It shall not be necessary to give notice of an adjourned meeting.

5. Proceedings of Meetings.—(1) The attendance of every meeting, of the Board, stating, among other things, names of members present, shall be drawn up and recorded in a book to be kept for the purpose and shall be signed by the members present at the meeting and the book shall be open to inspection by the members:

(2) The proceedings of each meeting shall be circulated among the Chairman, Vice-Chairman and the members before the next meeting.

(3) The proceedings of every meeting shall be placed before the next meeting for confirmation.

(4) When the proceedings are confirmed, with or without modifications, the same shall be entered into the book of proceedings and signed by the Chairman of the meeting.

(5) A resolution passed in a meeting shall ordinarily be effective after its confirmation in the next meeting, and if it becomes necessary to give effect to any decision of the Board before its confirmation, the Vice-Chairman shall in consultation with the Chairman, implement the same and report the matter, while placing the proceedings, to the next meeting for confirmation.

6. Honorarium and allowances of Chairman, etc.—(1) Subject to the provision of sub-rule (3), the Chairman and part-time members shall be paid by the Bureau—

(a) an honorarium of Taka one hundred only for attending each meeting of the Board;

(b) an honorarium of Taka seventy-five only for attending each meeting of committee of the Board; and

(c) in case he is ordinarily resident outside the Dacca city or Narayangonj, a daily allowance and travelling allowance at the rate as are admissible to a Director-General; and in case he is ordinarily a resident of Dacca city or Narayangonj, a conveyance allowance of Taka twenty-five only per day for attending meetings of the Board or of a committee of the Board, if no transport is provided by the Bureau.

(2) Subject to such instructions as the Government may issue from time to time in this behalf, the Chairman or any officer or employee of the Bureau may be allowed all or any of the honourarium and allowances as specified in sub-rule (1).

(3) Notwithstanding anything contained in sub-rule (1), if the meetings of the Board and of the committee of the Board are held on the same day, there shall be paid honorarium and allowance only for one such meeting whichever is higher.

7. Duties of the Vice-Chairman.—(1) The Vice-Chairman, being the Chief Executive of the Bureau shall conduct and manage the affairs of the Bureau in accordance with the provisions of the ordinance, rules, regulations, Government instructions and the resolutions of the Board.

(2) The Vice-Chairman shall be responsible for execution, implementation and compliance with the provisions of the Ordinance, the rules and regulations made thereunder, Government instructions and decisions of the Board.

(3) The Vice-Chairman shall ensure and be responsible for preparation, maintenance and timely submission of all statements forms, returns, reports and registers to the Government as required under the Ordinance.

(4) Subject to the provisions of the Budget, the Vice-Chairman shall be competent to authorise expenditure not exceeding Taka ten thousand only on any one item at any one time.

8. **Report and Statement by the Bureau.**—The report and statements as required under section 13 of the Ordinance may, *inter alia* contain—

- (a) a resume of the performance, progress and achievements during the year under review in relation to the objectives set forth for export promotional activities for that year;
- (b) highlights of the important activities and events;
- (c) the programme and objectives set forth for the next year;
- (d) brief indications of the financial position of the Bureau during the year and its projected financial requirements for the next year; and
- (e) reasons for failure, if any, to achieve the programme and objectives fixed for the year under review.

By order of the President
M. MATIUR RAHMAN
Secretary.