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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH  
MINISTRY OF LAND ADMINISTRATION AND LAND REFORMS  
Section-VII

NOTIFICATION

Dhaka, the 17th April 1985

No. S.R.O. 178-L/85/VII-20/82.—In exercise of the powers conferred by section 5 of the Board of Land Administration Act, 1980 (XIII of 1981), the Government is pleased to make the following rules, namely:—

THE BOARD OF LAND ADMINISTRATION RULES OF BUSINESS, 1985

1. **Short title and commencement.**—(1) These rules may be called The Board of Land Administration Rules of Business, 1985.

(2) They shall come into force at once.

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

- (a) "business" means all works done by the Board;
- (b) "case" means a particular matter under consideration of the Board and includes all papers relating to it and required to enable the matter to be disposed of, viz., correspondence and notes and also any previous papers on the subject or subjects covered by it or connected with it;
- (c) "Chairman" means the Chairman of the Board;
- (d) "Member" means a member of the Board;
- (e) "Secretary" means the Secretary of the Board appointed by the Government; and
- (f) "Section" means a basic working unit of the Board.



**3. Allocation of business.**—(1) The business of the Board shall be allocated and distributed by the Government from time to time and the Board shall function under the general supervision and control of the Ministry of Land Administration and Land Reforms.

(2) The Chairman and members of the Board shall exercise and perform such powers and duties as the Government may, by order in writing, direct.

(3) The Chairman and members may individually hear and dispose of quasi-judicial matters and pass necessary order, and any such order shall be treated as the order of the Board.

(4) The Secretary shall with the approval of the Chairman organize the Board into a number of working units to be known as Sections :

Provided that a unit which does not conform to a Section may be organised otherwise than as a Section by order of the Government.

(5) The Secretary shall, with the approval of the Chairman, by means of standing orders, distribute the work and functions of the Board among the various Sections.

**4. Transaction of business.**—(1) In carrying out the business, the Board shall, until further orders, follow, as far as practicable, the procedure laid down by the Government in the Secretariat Instructions, 1976, the Practice and Procedure Manual, 1968 and other Rules and Orders as are in force and to be issued by the Government from time to time in this behalf.

(2) The Board shall exercise and perform the powers and functions up to the limitation as prescribed in any Rules or Orders, and seek approval, instructions and order of the Government wherever necessary.

**5. Orders and Instructions.**—(1) All executive actions of the Board shall be expressed to be taken in the name of the "Board of Land Administration."

(2) The Secretary and Section Officers may authenticate by signature all orders and instructions made in the name of the Board.

**6. Reference to Government.**—In matters not covered by any delegation, rules, orders or instructions, the Board shall make reference to the Government for orders, and such reference shall be made at various level up to the Secretary, Ministry of Land Administration and Land Reforms, in the form of a letter.

**7. General.**—(1) All Officers of the Board shall be responsible for the careful observance of these rules.

(2) The Government may, in any case, permit or condone a departure from these rules to the extent it deems necessary.

By order of the President

K. A. ZAMAN

Secretary.

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