

(13)

# MANIPUR GAZETTE

EXTRAORDINARY  
PUBLISHED BY AUTHORITY

No. 193      Imphal, Wednesday, August 2, 2017      (Sravana 11, 1939)

GOVERNMENT OF MANIPUR  
SECRETARIAT: MINORITIES & OTHER BACKWARD CLASSES DEPARTMENT

**NOTIFICATION**

Imphal, the 22nd July, 2017

No. 29/1/2010-MOBC: In exercise of the powers conferred by sub-section (1) read with sub-section (2) of section 17 of the Manipur State Commission for Other Backward Classes Act, 2006 (Manipur Act No. 12 of 2006), the State Governor hereby makes the following rules, namely:-

THE MANIPUR STATE COMMISSION FOR OTHER BACKWARD CLASSES (SALARIES  
AND ALLOWANCES AND OTHER CONDITIONS OF SERVICE OF CHAIRPERSON,  
MEMBERS, OFFICERS AND STAFF) RULES, 2017

**1. Short title and commencement:-**

- (1) These Rules may be called the Manipur State Commission for Other Backward Classes (Salaries and Allowances and other conditions of Service of Chairperson, Members, Officers and Staff) Rules, 2017.
- (2) They shall come into force on the date of their publication in the *Official Gazette*.

**2. Definitions:-** In these rules, unless the context otherwise requires:-

- (a) "Act" means the Manipur State Commission for Other Backward Classes Act, 2006 (Manipur Act No. 12 of 2006);
- (b) "Chairperson" means the Chairperson of the Commission;
- (c) "Commission" means the Manipur State Commission for Other Backward Classes constituted under section 3 of the Act;
- (d) "Member" means a Member of the Commission, and includes the Chairperson;
- (e) "Officers" means the Officers performing supervisory and administrative duties;

- (f) "Section" means a section of the Act;
- (g) "Staff" means and include the Computer Operator, Stenographer, Assistants/Clerks and Grade-IV employees; and
- (h) The words and expressions used herein but not defined herein shall have the same meaning assigned to them in the Act.

**3. Salaries, Honorarium and other Allowances of Chairperson and other Members:-**

- (i) The Chairperson shall be entitled to such pay and allowances as admissible to a Judge of the Supreme Court or a High Court depending upon the office earlier held by such Chairperson. In case of appointment of a retired Judge of Supreme Court or a High Court he shall be paid a consolidated honorarium independent of pension of Rs. 30,000/- (Rupees thirty thousand) only per month.
- (ii) A Member shall be entitled to a consolidated honorarium of Rs. 20,000/- (Rupees twenty thousand) only per month and in the case of nomination of a retired person, he shall be paid honorarium of Rs. 20,000/- per month:

Provided that the consolidated honorarium of the Chairperson and Members may be enhanced from time to time as determined by the State Government.

- (iii) The Member Secretary shall draw pay and allowances in such scale admissible to an Officer of the State Government in the corresponding level.

**4. Rank and Status:-**

The Chairperson shall have the rank of a Judge of the Supreme Court or High Court as relevant to his case depending upon the office earlier held by him. The other Members shall have the status of a Secretary to the Government of Manipur.

**5. Sumptuary Allowance:-**

The Chairperson shall be entitled to a sumptuary allowance as per the entitlement of sitting Judge of a High Court or the Supreme Court, as the case may be.

**6. Leave:-** The Chairperson and every Member shall be entitled to leave as follows:-

- (a) Earned Leave, half pay leave and commuted leave in accordance with the Central Civil services (Leave) Rules, 1972 as amended from time to time.
- (b) Extraordinary leave as admissible to the temporary Government servants under the Central Civil Services (Leave) Rules, 1972 as amended from time to time.

**7. Travelling Allowance:-**

- (1) The Chairperson shall be entitled to draw travelling allowance and daily allowance for journey performed by him in the discharge of the functions of the Commission at the rates applicable to the Judges of the High Court or the Supreme Court, as the case may be.
- (2) A member shall be entitled to such travelling allowance as admissible to the Secretary to the Government of Manipur for journeys undertaken by him in the discharge of functions of the Commission.

**8. Facility for Medical Treatment:-**

- (1) The Chairperson shall be entitled to medical treatment and hospital facilities as admissible to a sitting Judge of the High Court or the Supreme Court, as the case may be.
- (2) The Members shall also be entitled to medical reimbursement as admissible to a Class-I officers serving in connection with the State of Manipur.

**9. Other Facilities:-**

The Chairperson and the members shall be entitled to telephone and other facilities as are admissible to a Judge of the High Court/Supreme Court or Secretary to the Government as the case may be.

**10. Salaries and Allowances of Member Secretary, Officers and Staff of the Commission:-**

The salaries and allowances and traveling allowances payable to and the other terms and conditions of service of the Member-Secretary and the officers and other employees of the Commission shall be such as may be admissible to the officers and employees of the State Government in the corresponding level.

The Government shall appoint and/or provide at least the below given number of Officers and Staffs to the Commission on regular basis in consultation with the Manipur State Commission for Other Backward Classes and such Officers and Staffs so provided or appointed shall be placed under the administrative control of the Commission for all purposes for smooth functioning of the Commission.

Sl. No.	Designation/Name of Post	No.
1.	Officer on Special Duty (OSD) (on deputation)	1
2.	Computer Operator	1
3.	Assistant Private Secretary	1
4.	Upper Division Clerk	1
5.	Lower Division Clerk	4
6.	Peon	9
7.	Total	9

**11. Residuary Provisions:-**

- (1) The conditions of service of the Chairperson for which no express provision has been made in these rules shall be as those applicable to a sitting Judge of Supreme Court or High Court, as case may be.
- (2) The conditions of service of the Members for which no express provision has been made in these rules shall be as those applicable to a Secretary to the Government as applicable from time to time.
- (3) The conditions of service of the officers and staff including the salaries and allowances shall be as those applicable to the officers and employees of the State Government in the corresponding level.

By order & in the name of Governor,

DR. J. SURESH BABU,  
Additional Chief Secretary (MOBC),  
Government of Manipur.



# MANIPUR GAZETTE

EXTRAORDINARY

PUBLISHED BY AUTHORITY

No. 193(A) Imphal, Wednesday, August 2, 2017 (Sravana 11, 1939)

GOVERNMENT OF MANIPUR  
SECRETARIAT: MINORITIES & OTHER BACKWARD CLASSES DEPARTMENT

### NOTIFICATION

Imphal, the 22nd July, 2017

No. 29/1/2010-MOBC: In exercise of the powers conferred by sub-section (1) read with sub-section (2) of section 17 of the Manipur State Commission for Other Backward Classes Act, 2006 (Manipur Act No. 12 of 2006), the State Government hereby makes the following rules, namely:-

### THE MANIPUR STATE COMMISSION FOR OTHER BACKWARD CLASSES (ANNUAL STATEMENT OF ACCOUNTS AND ANNUAL REPORT) RULES, 2017;

#### 1. Short title and commencement:-

- (1) These rules may be called the Manipur State Commission for Other Backward Classes (Annual Statement of Accounts and Annual Report) Rules, 2017.
- (2) They shall come into force on the date of their publication in the *Official Gazette*.

#### 2. Definitions:- In these rules, unless the context otherwise requires:-

- (a) "Act" means the Manipur State Commission for Other Backward Classes Act, 2006 (Manipur Act No. 12 of 2006);
- (b) 'Audit Officer' means the Accountant General or any person appointed by him in connection with the audit of the accounts of the Commission;
- (c) 'Chairperson' means the Chairperson of the Commission;
- (d) "Commission" means the Manipur State Commission for Other Backward Classes constituted under section 3 of the Act;

- (e) 'Financial Year' means the year beginning on the 1st April and ending on 31st March following;
- (f) 'Form' means, the form appended to these rules;
- (g) 'Member-Secretary' means the Member-Secretary nominated by the State Government under clause (c) of sub-section (2) of Section (3) of the Act; and
- (h) The Words and expressions used in these rules but not defined herein shall have the meaning respectively assigned to them in the Act.

### 3. Accounts of the Commission:-

- (1) The annual statement of accounts of the Commission for every financial year shall be prepared by the Member-Secretary or such officer of the Commission as may be authorized by the Member-Secretary in this behalf.
- (2) The annual statement of accounts duly approved by the Commission shall be submitted by the Member-Secretary to the State Government by such date as may be specified by the State Government.
- (3) The Commission shall forward to the State Government half yearly reviews of the progress of the expenditure incurred and the expenditure likely to be incurred during the remaining part of financial year as and when called for by the State Government.
- (4) The Commission shall also furnish annually the Utilization Certificate certifying that the grant has been utilized as per the terms and conditions.
- (5) The Member-Secretary shall supervise the maintenance of the accounts of the Commission, the compilation of the financial statements and returns and shall ensure that all accounts, books connected vouchers and other documents and papers of the Commission required by the Audit Officer for the purpose of auditing the accounts of the Commission are placed at the disposal of that officer,
- (6) The accounts of the Commission including initial accounts with effect from the date of its Constitution shall be maintained in form 'A'.
- (7) The Annual Statement of accounts referred to in sub-section (1) of section 13 of the Act shall be signed and authenticated by the Member-Secretary.
- (8) The annual statement of accounts shall be submitted to the Audit Officer on or before 30th June, following the year to which the accounts relate and the Audit Officer shall audit the accounts of the Commission and report thereon.

(9) On receipt of the audit report, the Commission shall within three months remedy any defect or irregularity pointed out therein and report to the State Government and to the Audit officer about the action taken by it thereon.

4. Annual report of the Commission:-

- (1) The Member-Secretary or any other officer of the Commission duly authorized by the Member-Secretary in this behalf shall prepare in Form 'B' the Annual Report referred to in section 14 of the Act on or before the 31st day of July following the financial year to which the report relates.
- (2) The Annual Report referred to in sub-rule (1) shall be placed before the Commission for approval.
- (3) The annual report referred to in sub-rule (1) after approval by the Commission shall be signed and authenticated by the Member-Secretary. Copies of the authenticated report shall be submitted by the Member-Secretary or such officer of the Commission, as may be authorized by the Member-Secretary in this behalf, to the State Government, by the 31st August, following the year to which the annual report relates, to enable the State Government to take action as required under section 15 of the Act.

ANNUAL REPORT OF MEMBER SECRETARY STATE COMMISSION FOR BACKWARD CLASSES  
 Form B  
 Annual Report for the Financial Year  
 20.....  
 20.....

By order & in the name of Governor,  
 DR. J. SURESH BABU,  
 Additional Chief Secretary (MOBC),  
 Government of Manipur.

The report with regard to examination of requests for inclusion of any class of citizens as Other Backward Classes in the lists and their comprising of over-inclusion of any Other Backward Classes in such lists and advice tendered to the Government and also regarding any other report regarding advice tendered by the Commission on reference made by the Government on matters relating to OBC.

Member Secretary (MSC OBC),  
 Government of Manipur.

**BALANCE SHEET  
FOR THE YEAR ENDING 31st MARCH**

Liabilities		Assets	
Particulars	Amount (Rs)	Particulars	Amount (Rs)
1	2	3	4
1. Outstanding Salaries.	.....	1. Cash in hand	.....
2. Outstanding Arrears of Remuneration.	.....	2. Cash at Bank	.....
3. Subscriptions receipts.	.....	3. Land & building	.....
4.		4. Furniture & Fixtures	.....
5.		5. Office Equipments	.....
6.			

**FORM 'B'**

**ANNUAL REPORT OF MANIPUR STATE COMMISSION FOR BACKWARD CLASSES**

[See Rule-4(1)]

Annual Report for the Financial year

April 20 ..... 20 .....

1. Introduced by
2. Constitution of Commission including changes therein.
3. Meetings of the Commission.
4. Brief report with regard to examination of requests for inclusion of any class of citizens as Other Backward Classes in the lists and hear complaints of over-inclusion of any Other Backward Classes in such lists and advice tendered to the Government and also regarding any other report regarding advice tendered by the Commission on reference made by the Government on matters relating to OBC.
5. Income & Expenditure and Other activities of the Commission.

Member Secretary (MSC OBC),  
Government of Manipur.



**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDING**  
31st March, 20.....

Expenditure	Plan	Non Plan	Total Amount	Income	Plan	Non Plan	Total Amount
1	2	3	4	5	6	7	8

A. Establishment Charges.

1. Salaries.
2. Professional Services.
3. Domestic Travel Expenses.

B. Other Establishment Charges.

1. Wages.
2. Office Expenses.
3. Rent, Rates and Taxes.
4. Advertisement & Publicity.
5. Hospital Expenses.
6. Publications.
7. Repairs & Maintenance.
8. Repair of Furniture & Fixtures.
9. Repair of Machinery and Equipment Total.
10. Motor Vehicles.
11. Maintenance of Vehicles.
12. Petrol, Oil & Lubricants.
13. Conference & Seminars.
14. Telephone Charges.
15. Other Charges.
16. Legal Charges.
17. Audit Fee.

Total

C. Excess of Income over Expenditure.

D. Excess of Expenditure over Income.

A. Grants-in-aid from  
Dept-of Minorities  
& Other Backward  
Classes Dept.

B. Other Receipts

- (i) Miscellaneous Receipts.
- (ii) Fees, if any, charged by the Commission.
- (iii) Sale of Publications.