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MINISTRY OF COMMERCE

(Agricultural and Processed Food Products Export Development Authority)

NOTIFICATION

New Delhi, the 18th January, 1994

F. No. Sec./AIR/02/93. – In exercise of the powers conferred by section 33 of the Agricultural and Processed Food Products Export Development Authority Act, 1985 (2 of 1986) the Agricultural and Processed Food Products Export Development Authority with the various approval by the Central Government, hereby makes the following regulations, namely;

CHAPTER I

Preliminary

1. Short title and commencement – (1) These regulations may be called the Agricultural and Processed Food Products Export Development Authority Regulations 1986.

(2) They shall come into force on the date of their publication in the official Gazette..

2. Definitions. – In these regulations unless the context otherwise requires :

- (i) “Act” means the Agricultural and Processed Food Products Export Development Authority Act, 1985 (2 of 1986);
- (ii) “Chairman” means the Chairman of the Authority;

- (iii) “Secretary” means the Secretary to the Authority, appointed under Section 7;
- (iv) “Section” means a section of the Act;
- (v) “Year” means the financial year commencing on the first day of April and ending with the 31st day of March next following.

CHAPTER II

Procedure for meeting of the Authority

2. **Meetings of the Authority.** – (1) (a) Ordinary meetings. – There shall be not less than two ordinary meetings of the Authority in a year on such dates and at such places as the Chairman may think fit and interval between any two ordinary meetings shall not in any case, be longer than eight months.

(b) **Special meetings.** – The Chairman, in case of urgency at any time may call a special meeting of the Authority and may do so if a requisition for a meeting is presented to him in writing by atleast ten members.

- (2) The Chairman may require any officer of the Authority or invite any person to attend any meeting of the Authority, but such officer or person shall not be entitled to vote.
- (3) Notwithstanding anything contained in this regulations, the Central Government, may at any time, call a meeting of the Authority.
- 4. **Notice for the meetings.** – At least 14 clear days before any ordinary meeting of the Authority, notice of the time and place of the intended meeting signed by the Secretary shall be sent to the Central Government and left at or posted to the address of every member.
- 5. **Quorum.** – (1) No business shall be transacted at a meeting of the Authority unless there are present at such meeting at least ten members.

(2) If at any time the number of members at a meeting is less than the number of the members specified in sub-regulation (1), the person presiding shall adjourn the meeting to a date not later than three days from the date of such meeting after informing the members of the date, time and place of the adjourned meeting and it shall thereupon be lawful for the person presiding at such adjourned meeting to dispose of the business intended to be transacted at the original meeting, irrespective of the number of members present.

6. **Chairman of meetings.** – The Chairman shall preside every meeting of the Authority and in his absence, the members present at the meeting shall elect one from among themselves to preside over such meeting.

7. **Agenda.** – (1) The Chairman shall cause to be prepared and circulated to the Central Government and among the members of the Authority at least ten days before a meeting of the Authority in case of ordinary meetings a list of business to be transacted at such meetings.

(2) No business not included in the Agenda shall be transacted at a meeting of the Authority without the permission of the Chairman.

8. **Voting.** – (1) Every question brought before a meeting of the Authority shall be decided by a majority of the members present and voting.

(2) In the case of an equality of Votes, the Chairman or the member presiding over such meeting shall have a second or casting vote.

9. **Business by circulation.** – (1) Any business which is to be transacted by Authority may, if the Chairman so directs, be referred to members (other than members who are not in India) by circulation of papers and copies of papers so circulated shall also be sent to the Central Government.

(2) Any proposal or resolution circulated under sub-regulation (1) and approved by the majority of the members who have recorded their views in writing shall be as effectual and binding as if such proposal or resolution were decided by the majority of the members at a meeting :

Provided that at least ten members of the Board have approved the proposal or resolution :

Provided further that when a proposal or resolution is referred to the members by circulation, any ten members may require that the

proposal or resolution be referred to members at a meeting of the Authority.

- (3) Where any business is referred to members under sub-regulation (1), a period of not less than ten clear days shall be allowed for the receipt of replies from members and such period shall be reckoned from the date on which the notice of business is issued.
 - (4) If a proposal or resolution is circulated under this regulation the result of the circulation shall be communicated to all members and to the Central Government.
 - (5) All decisions on questions arrived at by circulation of papers shall be placed at the next meeting of the Authority for record.
10. **Record of business.** – (1) A record of proceedings shall be maintained by the Secretary of all items of business transacted by the Authority and copies of such record shall be forwarded to the Central Government.
- (2) When a business is transacted by circulation of papers under regulations (9), a record of business so transacted shall be signed by the Chairman.
 - (4) The record of business transacted at every meeting of the Authority shall be signed by the Chairman, or the member presiding over such meeting as the case may be.

GOKUL PATNAIK, Chairman